

**To:** Kaplan, Robert[kaplan.robert@epa.gov]  
**Cc:** Adm14Pruitt, Scott[adm14pruitt.scott@epa.gov]; Schnare, David[schnare.david@epa.gov]; Shapiro, Mike[Shapiro.Mike@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Connors, Sandra[Connors.Sandra@epa.gov]; Benton, Donald[benton.donald@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 4:45:50 AM  
**Subject:** Re: Requested Transmittal to OMB of the FY16 GLRI Report to Congress

Thank you, Bob.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 4:22 PM, Kaplan, Robert <kaplan.robert@epa.gov> wrote:

Administrator Pruitt,

The purpose of this email is to request the transmittal to OMB of the FY 2016 Great Lakes Restoration Initiative Progress Report to Congress and the President. We have incorporated previous edits by EPA Headquarters.

EPA is required by the 2010 Appropriations Conference Report, 111-316, to submit a report pertaining to the Great Lakes Restoration Initiative to Congress and the President on behalf of the Great Lakes Interagency Task Force. The Conference Report directs EPA to provide detailed yearly GLRI program accomplishments and compare specific funding levels allocated for participating federal agencies from fiscal year to fiscal year. A brief memo from me as Acting Great Lakes National Program Manager is also attached which provides an overview of the Great Lakes Restoration Initiative (GLRI) progress and accomplishments through Fiscal Year 2016.

- Bob Kaplan

Robert Kaplan

Acting Regional Administrator

EPA Region 5 – Chicago

Cell: 312-515-9827

Direct: 312-886-1499

Main: 312- 886-3000

<FY2016 Great Lakes Restoration Initiative Progress Report to Congress an....pdf>

<FY16 Great Lakes Restoration Initiative Progress.pdf>

**To:** Adm14Pruitt, Scott[adm14pruitt.scott@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]; Brown, Byron[brown.byron@epa.gov]; Tomiak, Robert[tomiak.robert@epa.gov]; Cozad, David[Cozad.David@epa.gov]; Miles, Erin[Miles.Erin@epa.gov]; Knight, Kelly[knight.kelly@epa.gov]  
**From:** Starfield, Lawrence  
**Sent:** Wed 3/22/2017 2:41:20 PM  
**Subject:** Expediting Infrastructure Projects  
[Expediting infrastructure project reviews 3 22 17.pdf](#)

Administrator Pruitt,

On March 2<sup>nd</sup>, we briefed you on our work in the Office of Enforcement and Compliance Assurance, including our work in reviewing the environmental impacts of infrastructure projects. We explained that we were developing a concept whereby EPA could take a leadership role in expediting the review of such projects by the various federal resource agencies. You expressed an interest in seeing our “road map” when complete. Rob Tomiak and his team have had a chance to more fully vet the idea with colleagues in other agencies, and have prepared a recommendation (attached) for your review and consideration. We are aware that Byron is working on a broader Agency plan on this topic, and we believe that our proposal may fit well into that plan.

Please let us know if you have additional questions or would like to have a more detailed discussion.

Larry

Larry Starfield  
Acting Assistant Administrator  
Office of Enforcement and Compliance Assurance  
(202) 564-8179 (direct)  

Ex. 6 - Personal Privacy

 (cell)

This message is CONFIDENTIAL, and may contain legally privileged information. If you are not the intended recipient, or believe you received this communication in error, please delete it immediately, do not copy, and notify the sender. Thank you.



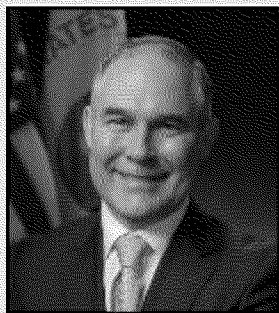


**To:** Adm14Pruitt, Scott[adm14pruitt.scott@epa.gov]  
**Cc:** Jackson, Ryan (Inhofe)[Ryan\_Jackson@inhofe.senate.gov]; Schnare, David[schnare.david@epa.gov]  
**From:** Reeder, John  
**Sent:** Tue 2/21/2017 9:12:06 PM  
**Subject:** NewsLetter TODAY went to ALL EPA employees with Mr. Pruitt's message

**From:** This Week @ EPA  
**Sent:** Tuesday, February 21, 2017 2:47 PM  
**To:** Mass Mailer <Mass\_Mailer@epa.gov>  
**Subject:** This Week @ EPA - February 21, 2017



## Scott Pruitt assumes role as EPA Administrator



Oklahoma Attorney General Scott Pruitt was confirmed and sworn in as EPA's 14th administrator on Feb. 17.

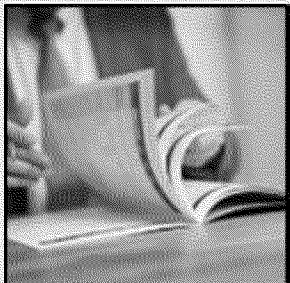
Administrator Pruitt believes promoting and protecting a strong and healthy environment is one of the lifeblood priorities of the government, and EPA is a vital part of that mission.

As Administrator, Pruitt will lead EPA in a way that our future generations inherit a better and healthier environment while advancing America's economic interests. He is committed to working with the thousands of dedicated public servants at EPA who have devoted their careers to helping realize this shared vision, while faithfully administering environmental laws.

[Read the full version of this story](#) and [watch the video](#) of his first address to EPA staff earlier today.

## Hot Topics

### **EPA announces 2016 Science and Technology Achievement Award winners**



EPA recently announced the winners of the 2016 Science and Technology Achievement Awards (STAA). The Agency awarded 21 nominations with Level II and III STAA awards for notably excellent or unusually notable research or technological effort, and 32 nominations with honorable mentions.

The [STAA program](#) sponsored by the Office of Research and Development (ORD) in cooperation with EPA's Science Advisory Board recognizes EPA employees who have made outstanding contributions to the advancement of science and technology through their publication of peer-reviewed articles or books. Science is the foundation of decision-making at EPA, and the 2016 STAA award winners reflect the Agency's long history of scientific excellence.



[View the 2016 STAA winners.](#)

## Celebrating African American History Month

### EPA African American Career Profiles

As part of the Agency's recognition of African American History Month, we're proud to showcase the [career profiles of African Americans at EPA](#). This page highlights the work of a small sample of the talented group of African American employees at the Agency. The page includes:

- [Beverly Banister](#), Director Air, Pesticides and Toxics Management Division, Region 4
- [Carlton Eley](#), Senior Environmental Protection Specialist, HQ
- [Shakeba Carter-Jenkins](#), Public Engagement Specialist, HQ
- [Carlos Evans](#), Attorney Advisor, HQ
- [Leslye Fraser](#), Environmental Appeals Judge, HQ

If you would like to be included on the African American employee profiles page, please contact Jessica Ann Orquina, Associate Director, Office of Web Communications at [orquina.jessica@epa.gov](mailto:orquina.jessica@epa.gov) or 202-564-0446.

**Commit to quit tobacco during Great American Spit Out**



Kick the smokeless tobacco habit. Join the Great

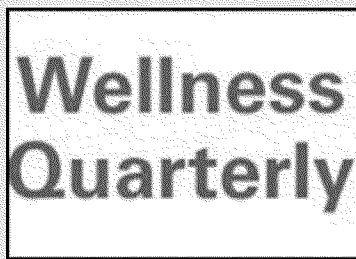
American Spit Out Feb. 23, and set your quit date. Did you know smokeless tobacco is no healthier than smoking? It can cause oral, pancreatic, and esophageal cancer along with white leathery patches inside the mouth, stained teeth, and bad breath.

There has never been a better time to quit tobacco. All Federal Employees Health Benefits plans offer coverage to help you quit once and for all. Check out the [Office of Personnel Management - Quit Smoking Initiative](#). The benefit covers treatment for all forms of tobacco use along with four tobacco cessation counseling sessions of at least 30 minutes for at least two quit attempts per year. This includes proactive telephone counseling, group counseling, and individual counseling.

Many resources are available to help you kick the habit. The Centers for Disease Control and Prevention (CDC) [QuitGuide](#) is a free app that helps you understand your tobacco use patterns and build the skills needed to become and stay tobacco free. The QuitGuide even offers the ability to track cravings by time of day and location.

For more information about kicking the habit, visit the CDC's [Smoking & Tobacco Use](#) site or the [Smokefree.gov](#) site.

#### **New issue of Wellness Quarterly now available**



Read the latest [Wellness Quarterly](#) to catch up on new health and wellness resources, tips, and events. In this edition, find out how to:

- ✓• Step up your fitness;
- ✓• Drive safely on winter roads;
- ✓• Arrange an ergonomic workstation; and
- ✓• Reduce your risk of cancer.



Wellness Quarterly is published by the Safety and Sustainability Division within the Office of Administration and Resources Management (OARM).

## Key Dates



Click on each event below to get more details.

Click on the "Add to Calendar" button to add an event to your Outlook calendar.

If you see a log-in screen, please click on your EPA email, or if prompted, enter your email and network password.

## Video Spotlight

### EPA - Youth and the Environment

EPA's Youth and the Environment Program provides low income high school students with summer opportunities to gain exposure to a wide range of environmental careers including: wastewater treatment operators, wet weather management (combined sewer and sanitary sewer overflows), recycling, energy management, hazardous waste management, and ecology.

## Happening This Week:

**Feb. 21:** [How to Use Online CFRs webinar](#)



## Coming Soon:

**Mar. 2:** [Lean Overview Webinar](#)



**Apr. 6:** [Lean Overview Webinar](#)



(video length 4:33)

## Health & Wellness

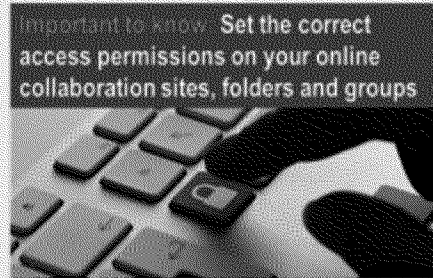
**Learn the warning signs of a stroke**

## IT Corner

**Use Office 365 to share, collaborate while protecting EPA information**



According to the Centers for Disease Control and Prevention, stroke is the fifth leading cause of death in the United States and is a major cause of adult disability. Most strokes occur when the artery that supplies blood to the brain is blocked, which causes brain cells to die.



Did you know that access to many of the Office 365 tools, like SharePoint sites, One Drive, and Office 365 groups, is managed through **access permissions**?

Common warning signs and symptoms of a stroke are:

- Sudden trouble talking or understanding speech
- Sudden trouble walking, dizziness or loss of balance
- Sudden numbness in the face, arm or leg, especially on one side of the body
- Nausea or vomiting
- Drowsiness

• In SharePoint, Site Owners can control who can access (view only) or contribute and edit the site and its contents.

• In One Drive, you can post documents for your own individual use or give access (view only or edit) to these documents to other individuals or groups.

• In Office 365 Groups, you can use a group that is private (only those who are added to the group can see its contents) or public (all EPA users can see the contents of a group).

Immediately call 911 if you or someone around you experiences these symptoms. For more information, please visit EPA's heart health site.

Regardless of which tools you use, it is important to make sure sensitive documents and business information are protected by setting the appropriate permissions to your sites, groups, files and folders.

We would love to hear your feedback about this newsletter. Please contact us at: [internalcomms@epa.gov](mailto:internalcomms@epa.gov) | <http://intranet.epa.gov/internalcomms>

Looking for previous editions of the Newsletter? Go to the [Newsletter Archive](#)

Banner image credit: David Iacono, Region 3, taken from New Jersey.





**To:** Hale, Michelle[hale.michelle@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]; Allen, Reginald[Allen.Reginald@epa.gov]; Konkus, John[konkus.john@epa.gov]; Jenkins, Donna[Jenkins.Donna@epa.gov]; johnny.moyer@oag.ok.gov[johnny.moyer@oag.ok.gov]  
**From:** Reeder, John  
**Sent:** Fri 3/3/2017 3:28:17 PM  
**Subject:** RE: Public Comment Line

Thanks Michelle.

I understand the concept and we're going to meet this afternoon. I've reach out to the head of OPA, Reggie and others to work on this today.

One of the immediate hurdles if finding someone who can do this because all the press people already overwhelmed.

But I'll find a solution.

Thank you.

JReeder

**From:** Hale, Michelle  
**Sent:** Friday, March 03, 2017 10:05 AM  
**To:** Reeder, John <Reeder.John@epa.gov>  
**Cc:** Jackson, Ryan <jackson.ryan@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Konkus, John <konkus.john@epa.gov>; Jenkins, Donna <Jenkins.Donna@epa.gov>; johnny.moyer@oag.ok.gov  
**Subject:** Public Comment Line

John,



I'm following up on our conversation this morning regarding updating the process on public comments/calls to the EPA. As we discussed, at the Oklahoma Attorney General's (OAG) Office there is a public comment line. Callers contacting the main OAG line are rerouted to the comment line. The Director of Outreach & Public Affairs monitors the calls to the comment line, keeps a log of the calls, and determines which calls need to be returned, etc. It is a very efficient system, and rarely were there complaints about reaching a recording. Perhaps, someone here at EPA would like to contact OAG's Director of Outreach and Public Affairs about the process -- the language utilized by the assistant answering the main phone number and the recorded message on the comment line. (I am copying OAG's Director of Outreach and Public Affairs, Johnny Moyer, so that you will have his contact information.)

I believe that it is the perfect time to initiate a better process here at the EPA, and I hope that you will consider my suggestions. I sincerely appreciate your assistance in getting this process resolved.

Michelle Hale

Executive Assistant to the Administrator

Environmental Protection Agency

1200 Pennsylvania Ave., NW,

WJCS, Suite 3000

Washington, D.C. 20460

(202) 564-1430

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**To:** Woodward, Cheryl[Woodward.Cheryl@epa.gov]  
**Cc:** Allen, Reginald[Allen.Reginald@epa.gov]; Hale, Michelle[hale.michelle@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; Valentine, Julia[Valentine.Julia@epa.gov]  
**From:** Reeder, John  
**Sent:** Tue 3/28/2017 1:55:52 PM  
**Subject:** RE: Coverage of the Administrator's Office on Tuesday, Afternoon

Michelle and Cheryl,

Veronica Burley, my staff assistant, will fill in for you while you're gone.

She's coming to check in with you right now. Aaron will be outside Ryan's office, and is on notice to serve as "back up."

Thank you

John Reeder

564 6082

**From:** Woodward, Cheryl  
**Sent:** Monday, March 27, 2017 3:01 PM  
**To:** Reeder, John <Reeder.John@epa.gov>  
**Cc:** Allen, Reginald <Allen.Reginald@epa.gov>  
**Subject:** RE: Coverage of the Administrator's Office on Tuesday, Afternoon

No Tuesday. Tomorrow the staff needs to be at the MAP Room to meet with White House staff at 12:30 pm so coverage should be at 12:20 pm to walk over to get process.

**From:** Reeder, John  
**Sent:** Monday, March 27, 2017 2:47 PM  
**To:** Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>  
**Subject:** RE: Coverage of the Administrator's Office on Tuesday, Afternoon

What day? Today?

**From:** Woodward, Cheryl  
**Sent:** Monday, March 27, 2017 2:19 PM  
**To:** Reeder, John <[Reeder.John@epa.gov](mailto:Reeder.John@epa.gov)>; Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>  
**Cc:** Hale, Michelle <[hale.michelle@epa.gov](mailto:hale.michelle@epa.gov)>  
**Subject:** Coverage of the Administrator's Office on Tuesday, Afternoon  
**Importance:** High

The Administrator has invited his staff to the event at the White House and I am request coverage from 12:50 pm – 3 pm to cover the office for walk-in. No appointments and Julia has the phone coverage for extension 4700 until our return. I appreciate your assistance.

*Cheryl Woodward*

*Program Assistant*

*Office of the Administrator*

*U.S. Environment Protection Agency (EPA)*

*1200 Pennsylvania Avenue, NW*

*MC: 1101A, Room 3000 WJC South*

*Washington, DC 20460*

*(202) 564-1274 Direct line*

*(202) 564-4700 Office line*

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**To:** Woodward, Cheryl[Woodward.Cheryl@epa.gov]  
**Cc:** Allen, Reginald[Allen.Reginald@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; Anderson, Denise[anderson.denise@epa.gov]; Hale, Michelle[hale.michelle@epa.gov]  
**From:** Reeder, John  
**Sent:** Thur 3/9/2017 9:21:54 PM  
**Subject:** Re: FYI - Administrator Main Line

Thank you Cheryl do we need to send up someone now to answer phones right now?

Sent from my iPhone

On Mar 9, 2017, at 2:44 PM, Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)> wrote:

**This is NOT a complaint but for your information.**

I have logged 72 calls that I have answered and there are 79 on the voicemail that needs to be cleared. OIG Hotline said that are also receiving numerous call they wanted to know if I was getting numerous call. The reason for the email is because Region 4 (Atlanta) called to check our line and I answered the call. I will try my best to clear the voicemail as soon as possible.

*Cheryl Woodward*

*Program Assistant*

*Office of the Administrator*

*U.S. Environment Protection Agency (EPA)*

*1200 Pennsylvania Avenue, NW*

*MC: 1101A, Room 3000 WJC South*

*Washington, DC 20460*

*(202) 564-1274 Direct line*

*(202) 564-4700 Office line*

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**To:** Shapiro, Mike[Shapiro.Mike@epa.gov]  
**Cc:** Allen, Reginald[Allen.Reginald@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Reeder, John  
**Sent:** Sun 5/21/2017 1:13:12 PM  
**Subject:** Re: Detailee Request letter for Patella

Alright mike. We'll pick it up Monday

Sent from my iPhone

> On May 21, 2017, at 8:51 AM, Shapiro, Mike <Shapiro.Mike@epa.gov> wrote:  
>  
> He is in our office of wastewater management. His management is aware of the request. You can work  
through our HR team leader, Alfredo Torrez.  
>  
> Mike  
>  
> Michael Shapiro  
> Deputy Assistant Administrator  
> US EPA, Office of Water  
>  
>> On May 20, 2017, at 7:26 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:  
>>  
>> Somewhere in OW.  
>>  
>> -----Original Message-----  
>> From: Reeder, John  
>> Sent: Saturday, May 20, 2017 5:50 PM  
>> To: Jackson, Ryan <jackson.ryan@epa.gov>  
>> Cc: Flynn, Mike <Flynn.Mike@epa.gov>; Shapiro, Mike <Shapiro.Mike@epa.gov>; Brown, Byron  
<brown.byron@epa.gov>  
>> Subject: Re: Detailee Request letter for Patella  
>>  
>> This is done thru an MOU, and we have previous models we can use. Do you know what office he's  
in?  
>>  
>> Sent from my iPhone  
>>  
>>> On May 20, 2017, at 5:30 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:  
>>>  
>>> All, CEQ has requested a particular individual to be detailed to CEQ for the purposes of the  
infrastructure bill.  
>>>  
>>> Among the items we are working on getting in the bill and are drinking water, waste water, WIFIA,  
and superfund. I think this detail helps us accomplish a priority of ensuring the WH recognizes how EPA  
contributes to national infrastructure.  
>>>  
>>> What steps do we need to do to respond to CEQ?  
>>>  
>>> Ryan.  
>>>  
>>>  
>>> -----Original Message-----  
>>> From: Herrgott, Alex H. EOP/CEQ [mailto:[alex.herrgott@epa.gov](mailto:alex.herrgott@epa.gov)] (Ex. 6 - Personal Privacy)  
>>> Sent: Wednesday, May 17, 2017 5:40 PM  
>>> To: Jackson, Ryan <jackson.ryan@epa.gov>; Brown, Byron <brown.byron@epa.gov>

>>> Subject: Detailee Request letter for Patella

>>>

>>> Ryan and Byron,

>>>

>>> Please see the attached letter.

>>>

>>> Alex

>>> Ex. 6 - Personal Privacy

>>> <Signed Patella Detail Letter.pdf>



**To:** Washington, Valerie[Washington.Valerie@epa.gov]  
**Cc:** Hull, George[Hull.George@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Hale, Michelle[hale.michelle@epa.gov]; Dickerson, Aaron[dickerson.aaron@epa.gov]; Anderson, Denise[anderson.denise@epa.gov]; Richardson, RobinH[Richardson.RobinH@epa.gov]; Allen, Reginald[Allen.Reginald@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Reeder, John  
**Sent:** Thur 2/23/2017 3:30:02 PM  
**Subject:** Scheduling meeting

Valerie,

Please can you invite the CC's on this note to a meeting on "Scheduling System" at 1:15 today.

I will prepare an agenda for the meeting.

**George/Robin/Brian** - I assume you've already sent me "upcoming" items (i.e., upcoming conferences, invitations, etc), but bring whatever you have as back up.

**Michelle**, I know you have some letters/invites too. We need to get those over to Brian in OEX so that we have a copy of them in the Agency's tracking system. Meanwhile, if any of those involve invitations for February or March, please bring them to the meeting as well.

I don't know if **Ryan** will be able to join...maybe for a portion. Meanwhile, we'll do the best we can to bring order to the scheduling process.

Thank you.

John E. Reeder

202 564 6082 (direct)

**To:** Valentine, Julia[Valentine.Julia@epa.gov]  
**Cc:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Hull, George[Hull.George@epa.gov]; Allen, Reginald[Allen.Reginald@epa.gov]; Hale, Michelle[hale.michelle@epa.gov]; Woodward, Cheryl[Woodward.Cheryl@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Reeder, John  
**Sent:** Mon 3/13/2017 5:15:16 PM  
**Subject:** Re: Voice message and use of email

We have to decide how/who to answer emails, but in all respects email is better for possible response or at least summarizing public statements, because the phone messages are sketchy and we all know we're not able to return thousands of calls.

Sent from my iPhone

On Mar 13, 2017, at 1:10 PM, Valentine, Julia <Valentine.Julia@epa.gov> wrote:

George and I were wondering who was answering and how. But it appears we are all set?

Julia P. Valentine  
Office of Media Relations  
202.564.2663  
Sent from USEPA iPhone

On Mar 13, 2017, at 1:09 PM, Reeder, John <Reeder.John@epa.gov> wrote:

I thought we were clear to give out the email for Pruitt? I saw another note saying to "hold"...but I don't what's the issue. OEX is onboard

Sent from my iPhone

On Mar 13, 2017, at 12:37 PM, Grantham, Nancy <Grantham.Nancy@epa.gov> wrote:

Please let us know when we are clear to provide the email address – on the phone with the regions now – thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**202-253-7056 (mobile)**

---

**From:** Reeder, John

**Sent:** Monday, March 13, 2017 10:17 AM

**To:** Hull, George <[Hull.George@epa.gov](mailto:Hull.George@epa.gov)>; Valentine, Julia <[Valentine.Julia@epa.gov](mailto:Valentine.Julia@epa.gov)>; Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Hale, Michelle <[hale.michelle@epa.gov](mailto:hale.michelle@epa.gov)>; Woodward, Cheryl <[Woodward.Cheryl@epa.gov](mailto:Woodward.Cheryl@epa.gov)>; Flynn, Mike <[Flynn.Mike@epa.gov](mailto:Flynn.Mike@epa.gov)>; Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>

**Subject:** Voice message and use of email

George/Reggie/Julia,

To deal with the overload of phone calls, I just spoke with Brian Hope about diverting to email whenever possible. We can definitely create a message (perhaps as the busy message, and/or the voice mail greeting) for 564 4700 that suggests using the Administrator's email address: [Pruitt.scott@epa.gov](mailto:Pruitt.scott@epa.gov) to leave a message/comment. Brian has already received over a 1000 emails since the calling pick up last week, but receiving more is ok and more efficient because we can take the time needed to figure out how to respond....much better than phone notes and return phone numbers.

How do we place a recorded "busy" message and/or "greeting" that suggests the use of email, along with the Administrator's public email address?

Thanks

JReeder  
202 564 6082 (direct)

**To:** Nishida, Jane[Nishida.Jane@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]; Greenwalt, Sarah[greenwalt.sarah@epa.gov]; Bloom, David[Bloom.David@epa.gov]; Shapiro, Mike[Shapiro.Mike@epa.gov]; Dunham, Sarah[Dunham.Sarah@epa.gov]  
**From:** Dravis, Samantha  
**Sent:** Wed 5/17/2017 11:40:40 PM  
**Subject:** Re: IMF Meeting

Happy to help you address these questions tomorrow.

Sent from my iPad

On May 17, 2017, at 6:45 PM, Nishida, Jane <[Nishida.Jane@epa.gov](mailto:Nishida.Jane@epa.gov)> wrote:

Samantha,

Sorry you had to deal with an emergency this afternoon and missed the pre-meeting for the IMF meeting scheduled on May 31.

David Bloom, Mike Shapiro and I, along with my staff, were able to meet (Sarah was out of town), but we need direction from the leadership team on how to handle the IMF meeting. As you will see from my email below, the questions that IMF has posed are difficult to answer. Please let me know when you have time this week to discuss – I am also copying Ryan and Sarah in case they have thoughts as well.

Thanks,

Jane

**From:** Nishida, Jane  
**Sent:** Friday, May 05, 2017 3:30 PM  
**To:** Samantha Dravis ([dravis.samantha@epa.gov](mailto:dravis.samantha@epa.gov)) <[dravis.samantha@epa.gov](mailto:dravis.samantha@epa.gov)>; Sarah Dunham ([Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)) <[Dunham.Sarah@epa.gov](mailto:Dunham.Sarah@epa.gov)>; Shapiro, Mike <[Shapiro.Mike@epa.gov](mailto:Shapiro.Mike@epa.gov)>; Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>

**Cc:** Ryan Jackson (jackson.ryan@epa.gov) <jackson.ryan@epa.gov>  
**Subject:** IMF Meeting Request

Dear All,

As part of their ongoing activities, the International Monetary Fund (IMF) conducts periodic information gathering and economic assessments of member countries. Specifically, under Article IV of the IMF's Articles of Agreement, the IMF holds annual discussions with government representatives to discuss the country's economic developments and policies. Typically, IMF limits their inquiry to key economic agencies such as Department of Treasury, Department of Commerce and the U.S. Trade Representative. This year they are expanding the effort to additional agencies, including: EPA, Health and Human Services, Department of Transportation and Department of Energy. I have been requested by the lead agency, Department of Treasury, to represent EPA and pull together a group of experts who can speak to the specific issues provided below.

The IMF has submitted the following topics for discussion (written responses are not requested):

***Economic and environmental regulations***

- ***Please share your views on the effectiveness of various EPA programs on environmental safety. How do you see the trade-off with respect to economic costs.***

***Policy priorities, views, and plans***

- ***What are the main areas for reform (developing and enforcing environmental regulations, grants, research & partnerships, education)?***

***Please discuss views and plans with respect to:***

- ***federal coal leases and the Stream Protection Rule***
  - ***the Clean Power Plan (CPP) targets for emissions of carbon dioxide***
  - ***limits on methane emissions and curbs on venting and flaring***
  - ***fuel economy and emission standards for cars and trucks; are they too onerous for the automobile industry in the EPA's assessment***
  - ***renewable fuel standard for biofuels***
  - ***Paris COP21 agreement and plans to ratify the agreement and achieve emission goals.***
- 
- ***What are your views on introducing a carbon tax and a border adjustment for carbon content of imported goods?***

#### ***Budget***

- ***Please discuss the potential implication of proposed funding cuts envisaged in the President's budget on EPA's delivery of grants, regulatory enforcement and staffing.***

We have told Treasury that EPA would be very limited in what we could say on the issues IMF has raised. We were assured that other agencies have expressed the same position and that IMF is "checking the box" by conducting these meetings. Despite not having much to say, Treasury still thinks it is important for agencies to participate in these meetings.

Please let me who in your office should attend the IMF meeting. EPA's meeting with the IMF will take place on **Wednesday, May 31, at 1:00pm**, and we will schedule a pre-meeting with you and/or representatives from your office to discuss our approach and general messages.

Thanks,

Jane

**From:** Dravis, Samantha  
**Sent:** Wednesday, May 17, 2017 5:03 PM  
**To:** Nishida, Jane <[Nishida.Jane@epa.gov](mailto:Nishida.Jane@epa.gov)>  
**Subject:**

Jane,

I've had a couple of emergencies crop up with adverse comments we received on some direct final rules – I need to meet with my staff now to figure out how we are handling those, and I am so sorry but I have to miss the IMF meeting. Can I catch up with you afterward to close the loop?

**To:** 2017HQfirstassistants[2017HQfirstassistants@epa.gov];  
2017Regionfirstassistants[2017Regionfirstassistants@epa.gov]; Dravis,  
Samantha[dravis.samantha@epa.gov]; Bennett, Tate[Bennett.Tate@epa.gov]; Brown,  
Byron[brown.byron@epa.gov]; Davis, Patrick[davis.patrick@epa.gov]; Freire, JP[Freire.JP@epa.gov];  
Lyons, Troy[lyons.troy@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Jackson,  
Ryan[jackson.ryan@epa.gov]  
**Cc:** Knapp, Kristien[Knapp.Kristien@epa.gov]; Threet, Derek[Threet.Derek@epa.gov]; Burden,  
Susan[Burden.Susan@epa.gov]; Wagner, Kenneth[wagner.kenneth@epa.gov]; Grantham,  
Nancy[Grantham.Nancy@epa.gov]  
**From:** Reeder, John  
**Sent:** Fri 4/14/2017 6:38:30 PM  
**Subject:** Weekly Reports  
[Weekly Report 4 14 2017.docx](#)

Here are the Weekly Reports.

Enjoy your weekend everyone.

JReeder

202 564 6082 (direct)



**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Bloom, David[Bloom.David@epa.gov]  
**From:** Vizian, Donna  
**Sent:** Tue 5/9/2017 12:00:12 PM  
**Subject:** RE:

Yes, will get it to you in a bit.

-----Original Message-----

From: Jackson, Ryan  
Sent: Tuesday, May 09, 2017 7:41 AM  
To: Vizian, Donna <Vizian.Donna@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>; Greaves, Holly <greaves.holly@epa.gov>; Bloom, David <Bloom.David@epa.gov>  
Subject:

We received a spreadsheet of properties associated with the regional offices including the cost for the cost of the regional offices themselves.

The Administrator is flying to CO and would like a number of things to review which I'm pulling together for him. One of the things is a spreadsheet with the corrected information.

Will you please provide as soon as possible. Thank you.

Ryan Jackson  
Chief of Staff  
U.S. EPA

**Ex. 6 - Personal Privacy**

**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** Bloom, David[Bloom.David@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Showman, John[Showman.John@epa.gov]  
**From:** Vizian, Donna  
**Sent:** Thur 4/27/2017 9:07:36 PM  
**Subject:** Parking

Hi Ryan,

I am getting back to you on the parking question. You asked what can we do to assess the parking situation as a taxable benefit rather than just cutting it off altogether? That is the principal issue at hand.

We explored a number of questions last year on parking. I have included the full set of questions and answers below for your reference.

On the tax question, we are not required to withhold taxes unless it is over the maximum allowable exclusion (see #1). OCFO is researching if we can withhold taxes if it is under the maximum. David or I will get back to you on this issue. Please keep in mind that we would not achieve any cost savings – the Agency would still be using its rent funds. It would also require us to use our staff to manage the program.

I would like to offer an alternative.

**Ex. 5 - Deliberative Process**

## **Ex. 5 - Deliberative Process**

Please let me know if you have any questions.

Best,

Donna

**From:** Noga, Vaughn  
**Sent:** Thursday, April 27, 2017 8:22 AM  
**To:** Vizian, Donna <Vizian.Donna@epa.gov>  
**Subject:** FW: Parking Benefits

**From:** Sisson, Ann  
**Sent:** Wednesday, March 09, 2016 12:46 PM  
**To:** Showman, John <Showman.John@epa.gov>; Noga, Vaughn <Noga.Vaughn@EPA.GOV>;  
Petrole, Maryann <Petrole.Maryann@epa.gov>  
**Cc:** Packard, Elise <Packard.Elise@epa.gov>; Talbert-Duarte, Angelia <talbert-  
duarte.angelia@epa.gov>  
**Subject:** Parking Benefits

Following up on our recent meeting regarding parking benefits, OGC prepared the following Q&As to address the questions that came up. We also coordinated with the IRS Chief Counsel's Office to make sure they concurred with our interpretation of the Internal Revenue Code and regulations (which they did). Please let us know if you have any questions about the below responses and/or any additional questions. Thanks.

## Ex. 5 - Attorney Client

**Ex. 5 - Attorney Client**

**Ex. 5 - Attorney Client**

**Ex. 5 - Attorney Client**

# **Ex. 5 - Attorney Client**

Ann Sisson

U.S. EPA Office of General Counsel

1200 Pennsylvania Avenue, NW (Mail Code 2399A)

Washington, D.C. 20460

202-564-5469

**To:** Flynn, Mike[Flynn.Mike@epa.gov]; Minoli, Kevin[Minoli.Kevin@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]; Dunham, Sarah[Dunham.Sarah@epa.gov]; Cleland-Hamnett, Wendy[Cleland-Hamnett.Wendy@epa.gov]; Starfield, Lawrence[Starfield.Lawrence@epa.gov]; Fine, Steven[fine.steven@epa.gov]; Nishida, Jane[Nishida.Jane@epa.gov]; Kavlock, Robert[Kavlock.Robert@epa.gov]; Breen, Barry[Breen.Barry@epa.gov]; Shapiro, Mike[Shapiro.Mike@epa.gov]; Elkins, Arthur[Elkins.Arthur@epa.gov]; Bloom, David[Bloom.David@epa.gov]; Freire, JP[Freire.JP@epa.gov]; Brennan, Thomas[Brennan.Thomas@epa.gov]; Richardson, RobinH[Richardson.RobinH@epa.gov]; Kling, David[Kling.Dave@epa.gov]; Szaro, Deb[Szaro.Deb@epa.gov]; Mugdan, Walter[Mugdan.Walter@epa.gov]; Rodrigues, Cecil[rodrigues.cecil@epa.gov]; Heard, Anne[Heard.Anne@epa.gov]; Kaplan, Robert[kaplan.robert@epa.gov]; Coleman, Sam[Coleman.Sam@epa.gov]; Chu, Ed[Chu.Ed@epa.gov]; Thomas, Deb[thomas.debrah@epa.gov]; Strauss, Alexis[Strauss.Alexis@epa.gov]; Pirzadeh, Michelle[Pirzadeh.Michelle@epa.gov]; Benjamin-Sirmons, Denise[Benjamin-Sirmons.Denise@epa.gov]; Kenny, Shannon[Kenny.Shannon@epa.gov]; Davis, Patrick[davis.patrick@epa.gov]; Freire, JP[Freire.JP@epa.gov]; Graham, Amy[graham.amy@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Greenwalt, Sarah[greenwalt.sarah@epa.gov]; Gunasekara, Mandy[Gunasekara.Mandy@epa.gov]; Lyons, Troy[lyons.troy@epa.gov]; Schwab, Justin[schwab.justin@epa.gov]; Wagner, Kenneth[wagner.kenneth@epa.gov]; Bennett, Tate[Bennett.Tate@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; Brown, Byron[brown.byron@epa.gov]; Bolen, Brittany[bolen.brittany@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]; Brown, Byron[brown.byron@epa.gov]; Bolen, Brittany[bolen.brittany@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Rees, Sarah[rees.sarah@epamail.epa.gov]; Owens, Nicole[Owens.Nicole@epa.gov]  
**From:** Dravis, Samantha  
**Sent:** Wed 4/26/2017 2:04:51 PM  
**Subject:** Executive Order 13777: Enforcing the Regulatory Reform Agenda

Dear Colleagues:

Thank you for quickly organizing public meetings and teleconferences soliciting input on our regulatory reform initiative. As you know, the Administrator has asked OAR, OLEM, OCSPP, OW, OEI, OCIR, OSDDBU, and the regions to provide their recommendations to the Regulatory Reform Task Force by May 15. This email serves to provide you additional guidance on the form of those recommendations.

We expect those recommendations will be informed by what you hear during the public meetings and teleconferences happening in April and early May. Specifically, we would like to receive basic information on any meeting(s) or teleconference(s) your office held including a list of attendees (both internal and external), any materials your office provided (e.g. an agenda) or that were provided to EPA during the meeting, and minutes, summaries or notes from the meeting. We are particularly interested in common themes that emerged from the input you received, and ask that you highlight any suggestions that were actionable in the short term or that pertain to regulatory burdens on domestically produced energy resources per EO 13783. We look forward to receiving your recommendations and background information from your meeting(s) and teleconference(s). We will provide additional guidance on how we plan to address comments received through the docket after we have had an opportunity to review the initial recommendations. Thank you for your continued work on this effort.



**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** Bloom, David[Bloom.David@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]  
**From:** Reeder, John  
**Sent:** Tue 4/25/2017 5:08:20 AM  
**Subject:** Re: Draft leadership message on 2017 budget

Looks great Mike. Can I share the draft with sarah and George?

Sent from my iPhone

On Apr 24, 2017, at 10:13 PM, Flynn, Mike <Flynn.Mike@epa.gov> wrote:

David/Holly,

Attached is a draft leadership message that I propose to include in the EPA Newsletter tomorrow. This mirrors very closely the language included in the TPs that I sent to the Acting AAs and RAs earlier this evening. If possible, please let me know early tomorrow if you have any comments.

Thanks much, Mike

<Draft Leadership message 04242017.docx>



**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Bloom, David[Bloom.David@epa.gov]; Showman, John[Showman.John@epa.gov]  
**From:** Vizian, Donna  
**Sent:** Mon 4/17/2017 6:20:47 PM  
**Subject:** Past Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Programs  
[MassMailerVVAnnouncementDec2013.docx](#)  
[All Hands MessagesVV Update Feb2014.docx](#)  
[MassMailer HooksOARM March2014.docx](#)  
[OARM VV communication to OA Employees Round 1 Feb2014.docx](#)  
[Phase I V-V Summaries.docx](#)  
[V-V Phase 2 Summaries.docx](#)

Hi Ryan,

Last week you asked for information on our previous VERA/VSIP programs. The attachments include: 2 Mass Mailers released by then deputy administrator Bob Perciasepe prior to initiation Round 1; 2) A Supplemental communication from the AA for OARM; 3) An example of an office specific communication once OPM/OMB approved a business case (this one is for an office in OARM); and, 4) a compilation of one pagers summarizing business cases for phase 1 and phase 2 (separate files).

Please let me know if you have any questions or would like me to walk you through this.

Best,

Donna

## All Hands Messages

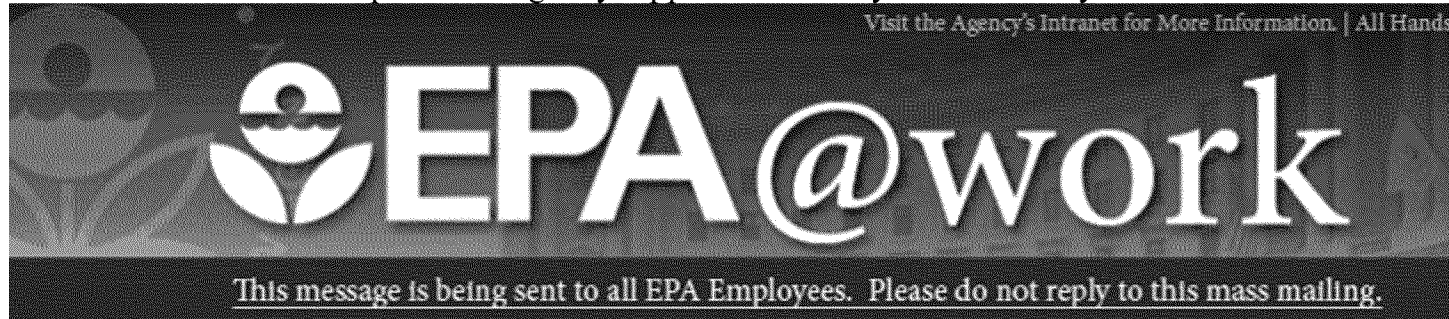
EPA-Wide

Date 02/07/2014

Published:

Title: Update on Agency Approach to Early Outs and Buyouts

Visit the Agency's Intranet for More Information. | All Hands



### MEMORANDUM

**FROM:** Bob Perciasepe  
Deputy Administrator

**TO:** All EPA Employees

**SUBJECT:** Update on Agency Approach to Early Outs and Buyouts

Dear Colleagues,

I would like to update you on recent and upcoming steps in EPA's use of voluntary retirement and separation authorities (**VERA**/VSIP).

As I mentioned in my December 12 message, the agency decided to offer employees early outs and buyouts to manage proactively the challenges of evolving approaches to work, continuing resource constraints, and the unpredictability of attrition. To respond to these challenges by simply making further adjustments would inhibit our ability to support our workforce and effectively pursue our mission. Instead, we are committed to realign our workforce to meet changing mission requirements, to modify and refocus our business processes, and as a high priority, to increase support for employees to get their jobs done through training, recognition, technology, and similar areas. All of these are central for EPA to operate as a high-performing organization.

As a first step, headquarters and regional offices carefully prepared their individual cases to use the **VERA**/VISIP authority. They then presented their requests to the Office

of Personnel Management and the Office of Management and Budget, which recently approved all of them.

Next week, most of you will receive specific information from your office's senior management, explaining **VERA**/VISP eligibility generally as well as outlining which positions within your organization are eligible. It will also describe the process and time frame for applying, receiving approval, and separating by the April 4 deadline, and identify resources for further information on retirement counseling.

You have my deepest appreciation for your dedication to EPA's mission and your service to the American people. We will provide you with full information on this process as it moves forward. For more information on early outs and buyouts, please see <http://intranet.epa.gov/policy/buyouts/index.htm>.

[HQ Intranet Home](#) | [EPA@Work](#) | [EPA Internet Home](#) | [Comments](#)

URL: <http://dchqdomino1.dcicc.epa.gov:9876/intranet/hqmailer.nsf>

This site design last updated on April, 2008.

Content is dynamic.

This page posted by: Renee Brewer, 202-566-1195 and Psyche Lewis, 202-566-9991  
OEI-OTOP-EDSD-IOB

EPA-Wide	02/07/2014	Update on Agenc	Published	WebPress
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## **MEMORANDUM**

**FROM:** Craig E. Hooks  
Assistant Administrator

**TO:** All Agency Employees

**SUBJECT:** Update on Early Out Buyout Applications – **Application Period Extended Until March 12, 2014**

For the past several weeks employees in various headquarters and regional offices were extended an opportunity to apply for early outs and buyouts, commonly referred to as VERA/VSIPs. The initial application period closed on March 5 and as of this date, the HR Shared Service Centers have received 605 applications. Receipt of an application does not indicate that all applicants are eligible, or that all individuals who applied for a VERA/VSIP will decide to take it and separate from the agency by the April 4, 2014 deadline.

There is still an opportunity for employees who were in targeted VERA/VSIP positions to submit an application up until **March 12, 2014**. These late applications will be processed on a first come, first served basis, and will only be considered for undersubscribed categories of targeted positions.

The current number of applicants by region and program office follows:

R1: 42	R5: 50	R9: 55	OCFO: 16	ORD: 59
R2: 23	R6: 41	R10: 29	OCSPP: 9	OSWER: 7
R3: 65	R7: 59	OA: 18	OECA: 19	OW: 20
R4: 18	R8: 36	OARM: 19	OEI: 20	

The HR Shared Service Centers will determine the eligibility of applicants from March 5-19 and notify all applicants of their VERA/VSIP decision no later than March 25, 2014. Employees who have applied for a VERA/VSIP may want to begin records management and other close-out activities to help ease their transition. If you have a question about records, please contact your records liaison officer (RLO). A list of RLOs is available at

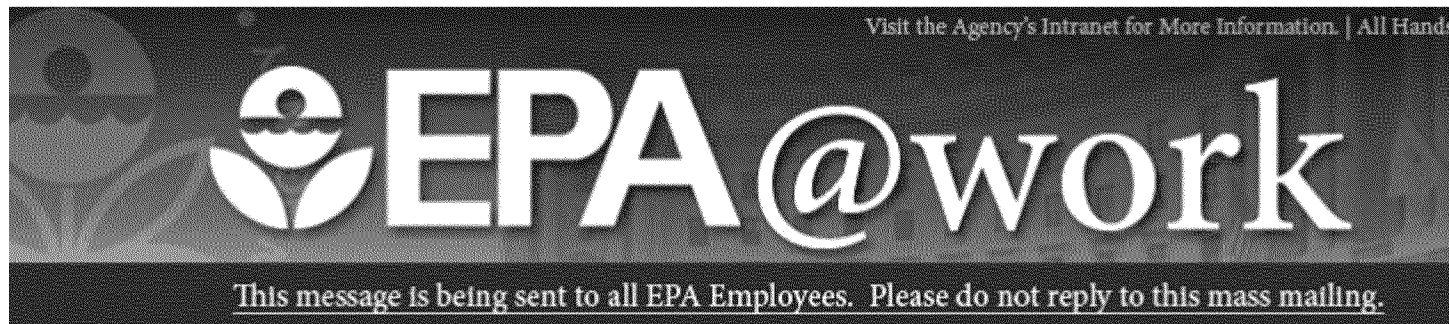
**Ex. 6 - Personal Privacy**

I will continue to provide you with additional information as the process moves forward. More information on early outs and buyouts can be found at

**Ex. 6 - Personal Privacy**

or by contacting your HR Shared Service Center.

**From:** Mass Mailer [mailto:Mass\_Mailer@epa.gov]  
**Sent:** Thursday, December 12, 2013 1:48 PM  
**To:** All Users of EPA Email <All\_Users\_of\_EPA\_Email@epamail.epa.gov>  
**Subject:** Agency Approach to Early Outs and Buyouts  
**Importance:** High



**MEMORANDUM**

**FROM:** Bob Perciasepe  
Deputy Administrator

**TO:** All EPA Employees

**SUBJECT:** Agency Approach to Early Outs and Buyouts

Dear Colleagues,

I'm writing you today because we need to make certain that as we move forward we are doing everything possible to support our high performing workforce. We must remain on the cutting edge of scientific and technological advances as we look to new ways of doing business. Now is the time to innovate, improve organizational practices, work smarter and focus on results.

Over the last year, due to resource constraints, we have been operating under a series of temporary, agency-wide hiring policies, such as hiring only one person for every two or three who left, to carefully manage our workforce and payroll. This approach has been difficult to manage because of the unpredictable nature of attrition, and it has challenged our ability to acquire new talent, build diversity in our staff, develop new skills and provide all of the necessary tools to do the job of protecting human health and the environment. We can and must make long-term changes to support you and the vital work you do for the American people.

Balancing resource realities with the needs of our mission has led us to begin planning for the use of voluntary retirement and separation authorities (VERA/VSIP) where it makes sense and where it is aligned with new approaches to our work.

Voluntary Early Retirement Authority (VERA) and Voluntary Separation Incentive Payment (VSIP), also referred to as early outs and buy outs, can be used to realign our workforce to meet changing mission requirements and move toward new models of work. As AAships and Regions present strong business cases for their respective organizations, we will support and forward those recommendations to the Office of Personnel Management for approval. While there are no plans for an overall agency-wide VERA/VSIP at this time, you will soon be hearing from your Assistant Administrator or Regional Administrator about your office or region's specific plans, if any, for VERA/VSIP. We are working with the agency's labor unions, as well.

These changes are part of our effort to embrace EPA as a high-performing organization. Working across programs on cross-cutting issues, sustainability, community-based concepts and increased flexibility in the workplace are important factors in realigning our workforce. Sharing work with partners in new ways, especially states and tribes, will further support getting our mission accomplished. Strategic workforce planning is not a one-time event; it is a continuous process that ensures an organization is high performing and effectively meeting its mission.

I thank you for your continued patience and understanding through these very challenging times for our agency. I'm proud to work alongside you.

For more information on VERA/VSIP, please visit:

<http://www.opm.gov/policy-data-oversight/workforce-restructuring/voluntary-early-retirement-authority/>

<http://www.opm.gov/policy-data-oversight/workforce-restructuring/voluntary-separation-incentive-payments/>

**From:** Gelb, Nanci  
**Sent:** Wednesday, February 12, 2014 9:14 AM  
**To:** OARM-OA-OAGOV  
**Cc:** Hooks, Craig; Showman, John; Jablonski, Janice; Jefferson, Gayle; Cooper, Marian; Ciccarello, Nancy; CIN\_HRSSC\_Benefits\_Central  
**Subject:** Voluntary Separation Incentive Payment (VSIP) and Voluntary Early Retirement Authority (VERA) Opportunities

**February 12, 2014**

**MEMORANDUM**

**SUBJECT:** Voluntary Separation Incentive Payment (VSIP) and Voluntary Early Retirement Authority (VERA) Opportunities

**FROM:** Nanci E. Gelb /s/  
Principal Deputy Assistant Administrator  
Office of Administration and Resources Management

**TO:** All Office of Administration Employees

Administrator McCarthy and Deputy Administrator Perciasepe are doing everything possible to ensure that we continue to be a high performing organization. Part of that effort involved working with senior leadership in developing voluntary retirement and separation requests. This decision was not made lightly because we value our dedicated employees and appreciate the work you perform on behalf of the American people.

As you may be aware, the Office of Personnel Management (OPM) and the Office of Management and Budget (OMB) have approved our request to offer VSIP (also known as buy-out) and VERA (also known as early-out) opportunities. As our organization implements various workforce planning efforts, we want to take advantage of these and other flexibilities and tools to help ensure that our workforce possesses the mix of skills most appropriate for carrying out our mission.

In accordance with statute and regulations, we identified for OPM the specific grades, occupational series, and geographic locations designated for VERA and VSIP, and we have received approval from OPM for the categories identified in Attachment A. The total number of VSIPs offered will be 45. If the number of applications received exceeds the total number of VSIPs we can offer under one of the categories identified in Attachment A, approvals will be based first on service computation date (SCD) for leave, then on entry on duty (EOD) date - EPA years of service. If the SCD and EOD dates are the same for two eligible employees, then the offer will be granted to the employee who submitted his or her application first. Attachment A also shows the maximum number of applications that will be approved by organization, grade, occupational series, and geographic location, as applicable.

You can find basic eligibility criteria for VSIPs and VERAs in Attachment B. The Cincinnati

(CIN) Human Resources Shared Service Center (HR SSC) can provide you with more information about VSIPs and VERAs, as well as benefits and retirements, and can assist you with retirement annuity estimates. Attachment C provides a list of your CIN HR SSC contacts.

If you decide to apply, you should do so early in the application period, which opens on February 12, 2014 and closes at 11:59 p.m. Eastern time on March 5, 2014. Applications submitted between 12:00 a.m. EST, March 6, 2014 and 11:59 p.m. EST, March 12, 2014, will be accepted on a first come, first service basis if there are not more applications than available VERA/VSIP offers.

Applications will be accepted during this period using the [electronic application form](#). Specific instructions on how and when to apply are in Attachment D. If your application is approved and you decide to proceed with VERA or VSIP, you must depart during the separation window which ends on April 4, 2014.

The decision to take advantage of a VERA or VSIP is **entirely voluntary**. This is a very personal decision. No one will be pressured to submit an application, and no one is required to accept an offer. You are urged to carefully consider the information provided and your personal situation prior to making a decision.

We will continue to provide anyone considering this decision with useful information and expert contacts. We plan to use all flexibilities and tools available to help OARM most effectively support both individual employees as well as the agency's strategic mission.

Thank you.

Attachments



**Attachment A**

**APPROVED OARM EMPLOYEE CATEGORIES FOR VERA AND VSIP  
MAXIMUM NUMBER OF OFFERS  
ALL POSITIONS LOCATED IN WASHINGTON, DC**

Series	Title/Grade	Maximum Number of Offers
0018	Safety and Occupational Health Management (GS-15, -14, -13)	1
0080	Security Administration (GS-15, -14, -13)	2
0301	Miscellaneous Administration and Program (GS-15, -13, -12)	2
0303	Miscellaneous Clerk and Assistant (GS-08)	1
0340	Program Manager (GS-15)	1
0341	Administrative Officer (GS-11)	2
0342	Support Services (GS-14, -13, -12)	9
0343	Management and Program Analysis (GS-15, -14, -13)	7
0350	Equipment Operator (GS-04)	4
0351	Printing Clerical (GS-05)	1
0808	Architect (GS-14)	1
0830	Mechanical Engineer (GS-14)	3
1170	Realty (GS-14)	1
1654	Printing Services (GS-14, -13, -11)	3
0018, 0080, 0301, 0340, 0342, 0343	Supervisory	7
	<b>Total</b>	45

**Attachment B**

**VOLUNTARY SEPARATION INCENTIVE PAYMENT (VSIP) AND VOLUNTARY  
EARLY RETIREMENT AUTHORITY (VERA) ELIGIBILITY**

**NOTE: This chart is intended to provide information about general eligibility. If you have any questions about whether or not you meet any of the criteria, you should apply, so the Human Resources Shared Service Center can make an official determination.**

<b>You ARE eligible for a VSIP if you:</b>	<b>You ARE eligible for VERA if you:</b>	<b>You are NOT eligible for VSIP if you:</b>
are serving under an appointment without time limitation	meet the minimum age and service requirements: <ul style="list-style-type: none"> <li>- at least age 50 with at least 20 years of credible federal service OR</li> <li>- any age with at least 25 years of creditable federal service</li> </ul>	are a reemployed annuitant
have been currently employed by the federal government for a continuous period of at least three years	have been continuously employed by the Agency for at least 31 days before the date your region or program office initially requested OPM approval for VERA	have a disability such that you are or would be eligible for disability retirement
are serving in a position covered by your region or program office's VSIP offer	are serving under an appointment without time limitation	have received a decision notice of involuntary separation for misconduct or unacceptable performance
apply for and receive approval for a VSIP from the Agency	have not received a final removal decision based on misconduct or unacceptable performance	have previously received a VSIP from the federal government
separate by April 4, 2014	are serving in a position covered by your region or program office's VERA offer	performed service during the 36-month period preceding the date of separation for which a student loan repayment benefit was paid or is to be paid
	retire under the VERA option during your program or region's VERA window	performed service during the 24-month period preceding the date of separation for which a recruitment or relocation bonus was paid or is to be paid

		performed service during the 12-month period preceding the date of separation for which a retention bonus was paid or is to be paid
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## Attachment C

### POINTS OF CONTACT

If you have questions about retirement and benefits or general questions about VERA and VSIP, please contact the Cincinnati Human Resources Shared Service Center (CIN) Human Resources Shared Service Center (HR SSC) as shown below. You may also contact the CIN HR SSC if you have questions about FHR Navigator (the on-line retirement annuity tool) or wish to have a retirement estimate prepared.

Email: CIN\_HRSSC\_Benefits\_Central  
Please include VERA/VSIP Request in the Subject Line

Or

Telephone: 513-569-7699

If you have specific questions about OA's VERA or VSIP package, please contact Renee Page, Director, Office of Administration, OARM at (202) 564-8400, or [page.renee@epa.gov](mailto:page.renee@epa.gov)

## HOW AND WHEN TO APPLY FOR VERA AND VSIP

<b>Before You Apply</b>	Read the memorandum from your region or program office announcing the VERA and VSIP. You should ensure that you are in an approved employee category by reviewing Attachment A. <b>If you are interested in the VERA or VSIP but are unsure about your eligibility, you should apply during the application window, so the Human Resources Shared Service Center (HR SSC) can make an official determination.</b>
<b>Where to Find Additional Information</b>	The Office of Personnel Management has information on its website regarding <u>VERAs</u> and <u>VSIPs</u> . You may also view frequently asked questions at <a href="http://intranet.epa.gov/policy/buyouts/index.htm">http://intranet.epa.gov/policy/buyouts/index.htm</a> . If you need additional information, please call or email the CIN HR SSC points of contact identified in Attachment C.
<b>Estimating Retirement Pay</b>	The <u>FHR Navigator</u> allows you to estimate your basic annuity. Instructions on how to use the FHR Navigator can be found at <a href="http://intranet.epa.gov/policy/buyouts/index.htm">http://intranet.epa.gov/policy/buyouts/index.htm</a> . If you would like to discuss your estimated annuity or other benefits or if you would like to have the CIN HR SSC run an estimate for you, please call or email the points of contact identified in Attachment C.
<b>Application Window</b>	The application window (the time during which you must apply for a VERA or VSIP) opens February 12, 2014 and closes at 11:59 pm Eastern Time on March 5, 2014. Applications submitted between 12:00 a.m. EST, March 6, 2014 and 11:59 p.m. EST, March 12, 2014, will be accepted on a first come, first service basis. Applications submitted after 11:59 p.m. EST, March 12, 2014, will not be considered.
<b>Application Process</b>	<p><b>Step 1:</b> Go to the electronic application form at: <a href="http://intranet.epa.gov/rtp/2014buyout/">http://intranet.epa.gov/rtp/2014buyout/</a></p> <p><b>Step 2:</b> Complete your application form and press submit when you have fully completed all of the blocks. If you need assistance completing the form or if you require an alternative text format, please contact the CIN HR SSC as identified in Attachment C.</p> <p><b>You should apply early in the application window in case you experience any problems or issues in applying.</b></p> <p><b>Step 3:</b> You will receive an email notification when your application has been received by the HR SSC and your region or program office.</p> <p><b>Step 4:</b> If you haven't already run your retirement estimate or haven't had the HR SSC complete an estimate for you, please follow the instructions in the box above on Estimating Retirement Pay to obtain an estimate.</p>
<b>After You Apply</b>	The CIN HR SSC will review your application and notify you of your eligibility. You should receive a notification NLT March 25, 2014. If you are eligible and your application is approved, the CIN HR SSC will ask you to complete the necessary paperwork to process your separation.

## Office of the Chief Financial Officer Phase I VERA/VSIP Request Package

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls by 4/4/14
- Targeting 140 out of 351 positions in DC, Durham, Las Vegas and Norwood
- Of those 140 positions being targeted, will approve a maximum of 25 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 15 new employees with skills/expertise in advanced analytics, data/information management, resource and financial management and IT Specialists.

General basis for request:

- **Reduce the Number of Supervisory Positions:** Will offer VERA/VSIP to all supervisors in all series GS 13 and above, excluding Senior Executive Service (SES) members.
- **Reduce and Restructure Non-Supervisory GS-13, GS-14, and GS-15 Positions:** Will reduce and restructure nonsupervisory high-graded workforce by offering VERA/VSIP to GS 13, 14 and 15 employees in these job series: legislative analysts, information management specialists (301 series), program/management analysts, and events coordinator (343 series), financial administration and program management (501 series), budget analysts (560 series), and environmental scientists (1301 series).
- **Replace Administrative and Internal Management Positions with Positions for Analysis, Budget and Financial Management, Performance Management, Oversight of Management Controls, and Information Management and Technology:** will offer VERA/VSIP to OCFO program specialists (301), clerks (303), secretaries (318 series), administrative officers (341 series), program/management analysts (343 series), and budget analysts (560 series), in grades 13 and below.
- **Reduce the Number of Employees Managing the Environmental Finance Center (EFC) Grant Program, and the Environmental Finance Advisory Board (EFAB):** Will reduce the number of positions allocated to the Center for Environmental Finance (CEF) from five positions to four by offering VERA/VSIP to all non-SES employees in all series in CEF.

## Administrator's Office Phase 1 VERA/VSIP Request Package

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- AO has 407 permanent employees
- Targeting 282 positions throughout AO
- Of those 282 positions being targeted, will approve a maximum of 217 VERA/VSIP offers
- General basis for request:
  - **The AO will use these authorities to:**
    - Reshape its workforce to reflect changes in programmatic direction, strengthen technical programmatic expertise with appropriate skill mix, and reduce administrative support positions through efficiencies and technology;

- Reshape AO's workforce, recognizing the need for new skills in key areas of AO as well as the need to accelerate Next Generation communications and technology, collaboration and community outreach skills and abilities;
  - Create hiring opportunities to correct significant competency gaps by creating a limited number of vacancies to recruit new staff with critical knowledge, skills and abilities to create a higher-performing organization;
  - Reduce and rebalance the current top-heavy GS-14/15 grade structure to create backfill opportunities for recruiting at lower grade levels;
  - Implement a strategic workforce succession plan to ensure mission critical positions are filled; and
  - Assist in reaching lower FTE ceilings and controlling escalating payroll costs.
- **Restructuring the Administrative Support Workforce**
    - Consolidation of the staff providing support to arrange, book and prepare appropriate documentation for travel will bring greater efficiencies within AO.
    - Target 48 positions in occupational series 301, 303, 318, and 326 ranging in grade from GS-3 to GS-13 for a maximum of 38 VERA/VSIP offers.
    - Seven of the positions that are vacated would be used to hire, at the entry level with a full performance level of GS-12, staff responsible for records management and eDiscovery as well as staff with stronger technology and writing skills with a citizen/constituent background. Two vacated positions will be used to hire Designated Federal Officials in the Science Advisory Board to support the Administrator's theme of Strong Science.
  - **Restructuring the Nonsupervisory GS 14/15 Workforce**
    - Over time, there has been a proliferation of nonsupervisory high-graded (i.e., GS-14 and GS-15's primarily in the GS-343 series) positions in AO. Currently, 54% of AO's GS workforce is at the GS-14 and GS-15 levels. With the exception of the Office of General Counsel which has higher-graded attorney positions, this percentage is significantly higher than the other headquarters' support offices. Only 4.3% of AO's GS-14's are in supervisory or team leader positions (95.7% of AO's GS-14's are non-supervisory) and 44% of AO's GS-15's are supervisory (56% are non-supervisory). For some of these positions, the work has become less of an agency priority or is no longer cutting edge and, as such, no longer fully supports a highly-graded stand-alone position. Other vacated positions could be filled at a lower grade level (lower promotion potential), thus saving payroll dollars.

#### **Office of Administration and Resources Management Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/14
  - Employees must be off the rolls by 3/30/14
  - Targeting 82 out of 113 positions in the EPA's headquarters
  - Of those 82 positions being targeted, will approve a maximum of 45 VERA/VSIP offers
  - Based on the number of employees leaving would like to rehire/fill up to 36 positions
  - General basis for request:
- **Realign organizational and personnel activities from general support services to essential programmatic functions** required for meeting agency strategic goals, as well as new and expanded agency priorities and federal environmental and programmatic mandates.

- **Reshape current workforce to correct significant competency gaps** by creating a limited number of vacancies to recruit new staff with critical knowledge, skills and abilities in some current and new job classification series to create a higher-performing organization.
- **Restructure, reorganize and reduce existing staff layers** to improve organizational productivity while **reducing the personnel ceiling number from 113 to 102** to meet agency reductions in staffing and associated payroll costs, and to **reduce the number of supervisors and supervisory units from 15 to 10**.

**Reduce and rebalance the OA's current top-heavy GS-13 to -15 grade structure** to create backfill opportunities for recruiting at generally lower grade and career ladder levels.

### **Office of Enforcement and Compliance Assurance Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- OECA has 826 permanent employees
- Targeting 246 positions throughout OECA
- Of those 246 positions being targeted, will approve a maximum of 30 VERA/VSIP offers
- General basis for request:
  - **Reshape the workforce to reflect changes in programmatic direction; strengthen programmatic expertise with the appropriate skill mix by reducing administrative and program support through efficiencies, eliminating obsolete skills, and realigning full-time equivalents (FTE) across programs**

Reduce obsolete job skills in series such as 0986 Legal Assistant (Typing) and to continue consolidating functions of 0301 Administrative Management Specialist, 0318 Secretary, and 0341 Administrative Officer.

Reduce 0028 Environmental Specialist, 0340 Program Managers, and 0343 Management and Program Specialist positions that utilize similar knowledge and abilities so enforcement and compliance work that require those types of skills can be shared to create more efficiency. Reduce the need for a separate 1001 Communication Specialist as the organization expands its use of technology and social media to communicate enforcement and compliance information to the stake holders and public.

Reduce 0905 Attorney positions (with the exception of the attorney positions that deal with the majority of personnel issues and civil enforcement cases) that render legal advice and services with respect to questions, regulations, practices, or other matters falling within the purview of a federal government agency, regardless of function or subject matter area of work. Those attorneys can be reassigned to work in any of OECA's offices in order to consolidate functional work assignments and continue to meet mission priorities.

- **Focus on obtaining new skills to accelerate its *Next Generation Compliance* approach**

Need more professional skills such as 0819 Environmental, 0893 Chemical and 0830

Mechanical Engineers that are able to identify, analyze, advise, consult and report on the testing, and the effects of procedural changes and appraising the validity of results of the self-certification programs that are being developed under the new approaches/tools to improve compliance in rules. The need for more 1300 Physical Scientific skills is also growing, as the demand for *Next Gen* compliance grows. The ever growing need for additional 2210 Information Management (IT) Specialist will manifest as electronic reporting, remote monitoring, and self-certification program requirements expand and federal and state budgets are constrained.

- **Lower the number of FTEs in OECA and realign the organization's remaining FTEs across programs and offices to realize efficiencies by combining functions; and**
- **Preserve extramural funds necessary to meet the changing mission requirements for *Next Gen***

#### **Office of Chemical Safety and Pollution Prevention Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- OCSPP has 1072 permanent employees
- Targeting 67 positions throughout OSCPP
- Of those 67 positions being targeted, will approve a maximum of 43 VERA/VSIP offers
- General basis for request:
  - **Reduce the number of GS-0303 Miscellaneous Clerk and Assistant, GS-0318 Secretary, GS-0344 Management and Program Clerical Assistant positions.** This change in the work environment has diminished the need for positions in these administrative fields and will enable the organization to reduce obsolete skills and consolidate a broader range of functions.
  - **Reduce and restructure the work of GS-2210 Information Technology (IT) Management (excluding IT security positions) and GS-1412 Technical Information Specialists** to achieve staffing reductions and restructure these positions to recruit candidates with new web-based data management skills needed to expand database information sharing tools such as SharePoint and other web-based applications that are planned for future implementation. These recruitments will also focus on hiring staff that meet the Agency's needs for transitioning OCSPP information management systems to be fully integrated with the agency's E-Enterprise business model
  - **Achieve staffing reductions specifically in the OCSPP Immediate Office's Regulatory Coordination Staff (RCS)** by reducing and restructuring the work of GS-1412 Technical Information Specialists, GS-1001 Information Liaison Specialists, and GS-1082 Writer/Editors. The reduction in positions reflects the restructuring of the work related to Federal Register typeset and processing. The majority of the work associated with that function was eliminated in 2010 when the Office of the Federal Register eliminated the "encoded" typeset option for agencies. Since that time, these positions have provided a typeset review that is currently being streamlined. Future functions of the RCS related to Federal Register production will be further streamlined and significantly reduced in order to prepare for the integration of electronic signature and processing within the program offices.



- **Restructure the Biological Economic Analysis Division (BEAD) laboratories from four down to two.** The Analytical Chemistry Laboratory (ACL), Microarray Research Laboratory (MRL), and the Microbiology Laboratory (ML) are located in Fort Meade, MD and the Environmental Chemistry Laboratory (ECL) is located in Bay St. Louis, MS. The MRL will be closed by December 31, 2013 (staffed with one employee who retired on October 13, 2013). **The ECL will be closed by December 30, 2014. Offering VSIP to ECL staff will help consolidate the functions of the ACL at the Fort Meade, MD Lab and help negate the effects of directed reassignments and possible involuntary separations for ECL employees that choose not to relocate. Remaining staff will be reassigned to the Analytical Chemistry Laboratory located in Fort Meade, MD.**

### **Office of Environmental Information Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 6/30/14
- Employees must be off the rolls by 4/4/14
- Targeting 253 out of 389 positions in DC, Cincinnati, Durham, Las Vegas and Ft. Meade
- Of those 253 positions being targeted, will approve a maximum of 57 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 50 entry-level and mid-level IT Specialists, IM Specialists and other positions dealing with data management, project management and security

General basis for request:

- Reshape a technology-centric organization into an information-centric organization. OEI needs to restructure its workforce with data management and analysis knowledge and skills to better support the business lines of the Agency
- Create a Strategic Enterprise Program Management Staff within OEI's Office of the Assistant Administrator. This will enhance the Agency's ability to manage its information technology portfolio more strategically, significantly improving the Agency's ability to execute major projects on time and budget.
- Realign IT Security functions with the Senior Agency Information Security Officer, whose primary duty is to carry out the information security responsibilities of the CIO.
- Reduce and restructure our non-supervisory GS 14/15 positions based on changes in Agency priorities and workload, and lesser need for non-supervisory technical expertise. The less complex work will be restructured into lower-graded GS-5/7/9/11 positions with promotion potential established to the GS-12 level. This change will also allow OEI to balance management-to-staff ratios across the Office (which currently range from 1:8.1 to 1:15.3) and ensure that the grade distribution of our workforce is balanced and sustainable.

Restructure administrative support across OEI by pooling resources in a way that addresses imbalances and achieves efficiencies based on functional specialization.

### **Office of Research and Development VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/4/14

- Employees must be off the rolls by 4/4/14
- Targeting 432 out of 1,706 positions in the six national offices, four national centers and three national labs
- Of those 432 positions being targeted, will approve a maximum of 117 VERA/VSIP offers
- Based on the number of employees leaving would like to rehire up to 50 post-doctoral candidates per year on four-year term appointments.

General basis for request:

- Strategic Realignment: Reshape and reduce a targeted segment of its scientific positions in a manner that yields a workforce with skill sets aligned to the Agency's highest scientific priorities.
- Reduce the current number of employees trained and working in traditional core research occupations including the biological and health sciences, chemistry, ecology, engineering, earth sciences, physical sciences, and toxicology.
- Increase the number of employees trained and working in exposure sciences, informational sciences, mathematics and statistics, modeling and computer sciences, and social sciences through the hiring of post-doctoral candidates.

**Office of Solid Waste and Emergency Response\* Phase I VERA/VSIP Request Package**

\* Current Name: Office of Land and Emergency Management

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls by 4/4/14
- Targeting 274 out of 513 positions in Washington, D.C. and Arlington
- Of those 274 positions being targeted, will approve a maximum of 40 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 30 entry-level employees with analytical, technology, scientific and technical skills/expertise to work on program and technical issues that require the integration of multimedia approaches, rigorous analysis and use of new technology.

General basis for request:

- Reduce and reshape the numbers of administrative/secretarial support employees in targeted series at the GS-5 through GS-13 grade levels.
- Reshape and reduce the number of senior grade positions (GS-12 to 15, excludes Senior Executive Service positions) and redeploy these resources for future hiring of next generation talent to meet succession planning objectives that require new skills/expertise.

**Office of Water Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- Targeting 171 out of 588 positions in DC and Cincinnati
- Of those 171 positions being targeted, will approve a maximum of 28 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 35 new employees in critical STEM areas of need (e.g., Economists, Microbiology, Environmental Engineering,

Chemistry, etc.)

General basis for request:

- Lower the number of full-time equivalents (FTEs) in the OW.
- Redirect or refocus resources in the OW.
- Focus on obtaining new skills in essential programmatic functions required for meeting agency strategic goals, new and expanded agency and office priorities, and federal environmental and programmatic mandates.
- Reshape the workforce to reflect changes in administrative programs; strengthen programmatic expertise with appropriate skills mix by reducing administrative support through efficiencies and by eliminating obsolete skills, and realigning FTEs across the program offices.
- Realign the organization's remaining FTEs in program offices to take advantage of efficiencies by combining functions.
- Reshape the current workforce to address skills gaps by creating vacancies to recruit new staff with critical knowledge, skills and abilities in key job classification series to create a higher-performing organization.
- Reduce and restructure existing staff layers to improve organizational productivity while reducing the FTE ceiling number to meet agency reductions in staffing and associated payroll costs.
- Restructure how administrative support is provided by pooling each office's resources to achieve efficiencies based on functional specialization and centralization.

#### **Region 1 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- Targeting 283 out of 610 positions in Boston and Chelmsford
- Of those 283 positions being targeted, will approve a maximum of 20 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 10 new employees: entry level attorneys with a greater focus on technology in discovery and settlements, in-house hydro-geo support, scientists, engineers and an air quality modeler.

General basis for request:

- Restructure how administrative support is provided by pooling each division's resources in a way that addresses imbalances across the organization and achieves efficiencies based on functional specialization;
- Consolidate staff travel support to reduce the number of administrative staff engaged and take advantage of technological efficiencies
- Reset the managerial span of control to reflect a smaller work force
- Support several team and branch level consolidations to reflect a changes in work priority and new challenges
- Reduce the number of high graded technical experts and senior policy advisors to better reflect current priority work.
- Bring greater balance across the regions grade structure in both the technical and legal series.

#### **Region 2 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls by 4/5/14
- Region 2 has 845 permanent employees
- Targeting 268 positions throughout Region 2
- Of those 268 positions being targeted, will approve a maximum of 67 VERA/VSIP offers
- General basis for request:
  - Downsize the region's administrative, programmatic, and legal support workforce to reflect needs moving forward by offering to staff in targeted support series GS-525, (accounting technicians), GS-950 (paralegal specialists), and GS-963 (legal instruments examiner) and collectively for the remaining series included in the proposal (GS-029 environmental protection assistant, GS-303 administrative management assistant, GS-318 secretary, and GS-326 office automation clerk) in New York, New Jersey, and Puerto Rico. **Targeting 83 support positions, will approve a maximum of 39 VERA/VSIP offers.**
    - Restructure how administrative support is provided by pooling each division's resources in a way that addresses imbalances across branches and achieves efficiencies based on functional specialization.
    - Establish and staff a travel desk with region-wide scope.
    - Use a small number of the vacated positions to hire personnel with expertise to address growing needs in the area of records management, budget execution and eDiscovery.
  - Reduce and restructure nonsupervisory high-graded workforce, i.e., GS 14s and 15s, to better reflect current and future program needs. **Targeting 185 program positions, will approve a maximum of 28 VERA/VSIP offers.**
    - Identified twelve GS-14 and GS-15 positions that should be eliminated based on the changes in workload and in the organization that have occurred since the positions were created.
    - Additionally, seeking to eliminate three On Scene Coordinator/Remedial Project Manager (OSC/RPM) positions, and eight attorney-advisor positions.
    - To ensure a sufficient pool of applicants to achieve the reductions, will open the early-out/buyout offers to both nonsupervisory and supervisory employees in the affected series and grades.

### **Region 3 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/16/14
- Employees must be off the rolls by 4/4/14
- Targeting 391 out of 852 positions in Philadelphia, Annapolis, Wheeling, Ft. Meade, Richmond, Stroudsburg, Titusville
- Of those 391 positions being targeted, will approve a maximum of 163 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 54 entry-level (GS 7/9/11 full performance GS-12) employees to work on program and technical issues that require multi-media approaches and new technology skills

General basis for request:

- Reshape and reduce the number of administrative support positions in the Region to better align with current and projected workload needs;
- Reshape and reduce the number of senior grade positions in the Region and redeploy these resources for future hiring of next generation talent to meet succession planning objectives; and
- Prepare the Region for organizational changes likely resulting from projected reductions in staffing levels and associated reductions in the number of organizational levels and/or units needed to accomplish the mission in the future.

#### **Region 4 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls before 4/5/14
- Targeting 201 out of 961 positions in Atlanta, West Palm Beach, Athens and Durham
- Of those 201 positions being targeted, will approve a maximum of 26 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 15 entry-level (GS 7/9/11 full performance GS-12/13) employees to work on program and technical issues that require multi-media approaches and new technology skills

General basis for request:

##### 1. Reduce and Reshape the Supervisor to Staff Ratio

Currently, supervisory positions equate to approximately 12% of Region 4's workforce. The goal in FY 2014 is to achieve a supervisor to staff ratio of 1:9. VERA and VSIP opportunities will be offered to up to 13 supervisory employees in organizations, occupations, and grade levels 14 and 15 located within the EPA Region 4 Atlanta and Athens Offices.

##### 2. Reduce the Number of Non-Supervisory GS-14/15 Positions

Previous Regional workforce planning efforts have resulted in 52 non-supervisory GS-14 and 15 staff positions in Technical Expert or Senior Advisor positions across all Region 4 divisions. There are a total of 27 employees currently in the 0301 occupational series and 44% of those are at the GS-14 or 15 level. Region 4 plans to reduce the number of positions in this category by 5 positions.

##### 3. Reduce the Number of Support Positions in Environmental Protection Specialist (EPS) Positions

Region 4 currently has 68 employees in the EPS, 0028 occupational series. Region 4 has traditionally used this series to provide upward mobility opportunities for high performing, high potential administrative support staff. Because of Regional and national business process efficiency efforts underway, Region 4 anticipates this could significantly reduce the need for the current number of EPS positions in the future. Region 4 plans to reduce the number of positions in this category by 8 positions.

#### **Region 5 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/5/14
- Region 5 has 1,163 permanent employees
- Targeting 701 positions throughout Region 5
- Of those 701 positions being targeted, will approve a maximum of 146 VERA/VSIP offers

- General basis for request:
  - **Reduce and reshape environmental program positions (i.e., GS-028 Environmental Protections Specialists, GS-819 Environmental Engineers, GS-401 Life Scientists, and GS-1301 Scientist positions) at the GS-13 grade level and above.**
    - Offered to both supervisory and non-supervisory GS-13 and above positions.
    - Reassign the most complex work (i.e., GS-13 level and above) to existing higher graded positions in order to concentrate the assignment of this work into fewer positions. Less complex work will be restructured into lower-graded GS-7/9/11 positions with promotion potential established to the GS-12 level. Recruit entry-level candidates.
    - Consolidation of some management positions and a reduction of some, but not all, non-supervisory positions at higher grade levels.
    - While some non-supervisory higher graded positions will remain, this will create a more grade-level balanced workforce in the region.
  - **Reduce and reshape program manager positions (i.e., GS-0340 Program Manager) at the GS-15 level, which primarily fill the role of Branch Chief.**
    - Vacancies created by these positions will be used, in part, to provide opportunities for placement of non-supervisory higher graded employees
    - As the overall workforce grows smaller, these vacancies will be closely scrutinized for reduction in the number of Branch Chief positions.
  - **Reduce and reshape the public affairs positions in the Superfund Division (i.e., GS-1035 public affairs series) at the GS-13 level.**
    - Offers limited to the 7 GS-13 level Superfund Division employees in Chicago, IL (the 3 remaining employees are GS-12s).
    - Limited hiring, utilizing career ladder positions with the full performance level of GS-12, will focus on attracting candidates who have the skills to communicate in multiple languages and utilize social media to accomplish the mission of the Superfund Division.
  - **Reduce and reshape the Attorney Advisor (GS-905) positions at the GS-14 and GS-15 grade levels**
    - Offered to both supervisory and non-supervisory GS-14 and above.
    - Reassign the most complex work (i.e., GS-15 level) to existing higher graded positions in order to concentrate the assignment of this work into fewer positions. Less complex work will be restructured into lower-graded positions. Backfill a smaller number of positions at entry level with promotion potential to GS-14.
    - Consolidation of some management positions and a reduction of some, but not all, non-supervisory positions at higher grade levels.
  - **Reduce and reshape the numbers of GS-303 Miscellaneous Administrative Assistant at the GS-7, GS-8, and GS-9 grade levels.**
    - Consolidate the majority of the work into fewer positions. Less complex work will be restructured into modest rehiring plan at lower graded positions.

#### **Region 6 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls by 4/5/14
- Region 6 has 803 permanent employees

- Targeting 425 positions throughout Region 6 (Dallas, TX and Houston, TX)
- Of those 425 positions being targeted, will approve a maximum of 60 VERA/VSIP offers
- General basis for request:
  - **Reduce and reshape the administrative, programmatic, and paralegal/legal support workforce:** GS-0029 Environmental Protection Assistants, GS-0318 Secretaries, GS-0326 Office Automation Clerks, GS-0344 Management and Program Clerks/Assistants, GS-0301 Miscellaneous Administrative Specialists, GS-0501 Financial Specialists, GS-0510 Accountants, GS-0260 EEO Specialists, GS-0950 Paralegal Specialists, GS-1082 Writer/Editors, and GS-0028-9/11/12 Environmental Protection Specialists performing primarily lower graded support work, i.e. data gathering, data entry, etc.
  - **Reduce and reshape the environmental program positions (GS-0028 Environmental Protections Specialists, GS-0401 Life Scientists, GS-0819 Environmental Engineers, and GS-1301 Physical Scientists) at the GS-13 grade level and above to achieve an overall region-wide reduction and reshaping of the workforce.**
    - Target both supervisory and non-supervisory GS-13 and above positions.
    - Reassign the most complex work (i.e., GS-13 level and above) to existing higher graded positions in order to concentrate the assignment of this work into fewer positions. The less complex work will be restructured into lower-graded GS-7/9/11 positions with promotion potential established to the GS-12 level.
    - Consolidate some management positions and reduce some, but not all, non-supervisory positions at higher grade levels.
    - Recruit entry-level candidates interested in working on program and technical issues that require the integration of multimedia approaches and new technology skills to more efficiently and effectively implement program objectives, rather than a sole reliance on regional and/or national level experts in specific fields.
  - **Reduce and reshape Attorney Advisor GS-0905 positions at the GS-14 and GS-15 grade levels which will result in greater support of multimedia approaches, greater use of technology in evidence gathering and communication, and more comprehensive settlements as opposed to individual rule violations.**
    - Target both supervisory and non-supervisory GS-14/15 positions.
    - Reassign the most complex work (i.e., GS-15 level) to existing higher graded positions in order to concentrate the assignment of this work into fewer positions. The less complex work will be restructured into lower-graded positions.
    - Consolidate some management positions and reduce some, but not all, non-supervisory positions at higher grade levels.
    - Backfill a smaller number of positions at the entry level with full performance level of GS-14 focusing on a different skill set supporting multimedia approaches, greater use of technology in evidence gathering and communications, and more comprehensive settlements as opposed to individual rule violations.
  - **Reduce and reshape Public Affairs GS-1035-13 level positions and establish career ladder positions with the full performance level of GS-12.**
    - Limited hiring focusing on candidates who have the skills to communicate in multiple languages and utilize social media.
  - **Reduce and reshape Safety and Occupational Health Specialist GS-0018-13 level positions to reflect the changing nature of the work as well as regulatory reporting requirements which have been decreased due to advances in technology/automation.**

#### **Region 7 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls by 4/4/14
- Targeting 475 out of 522 positions in Iowa, Kansas, Missouri and Nebraska
- Of those 475 positions being targeted, will approve a maximum of 70 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 30 entry-level (GS 7/9/11 full performance GS-12) employees to work on program and technical issues that require multi-media approaches and new technology skills

General basis for request:

- Reduce and reshape Environmental Program positions at the GS-12 through GS-15 grade levels, supervisory and non-supervisory positions, across all divisions and geographic locations within Region 7.
- Reduce and reshape Attorney Advisor positions at the GS-14 and GS-15 grade levels and Paralegals at the GS-12 grade level, supervisory and non-supervisory, in the Office of Regional Counsel in the Kansas and Missouri offices to provide greater support of multimedia approaches.
- Reduce and reshape Regional Programmatic Support positions at the GS-11 through GS-15 grade levels, supervisory and non-supervisory positions, across all divisions within the Kansas and Missouri offices to more efficiently and effectively implement program objectives.
- Reduce and reshape Regional Administrative Support positions at the GS-6 through GS-10 grade levels, non-supervisory positions, across all divisions in the Kansas offices to better align with current and projected workload needs.

### **Region 8 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- Region 8 has 544 permanent employees
- Targeting 269 positions throughout Region 8
- Of those 268 positions being targeted, will approve a maximum of 48 VERA/VSIP offers
- General basis for request:
  - **Centralize and reshape regional Administrative Support positions of Environmental Protection Assistant (GS-0029), Secretary (GS-0318), and Office Automation Clerk (GS-0326), GS-5 through GS-9 grade levels.**
    - Centralize travel and timekeeping.
    - Establish a new central Content Management Unit (Freedom of Information Act [FOIA] and records management) under a combined Information and Infrastructure Services program in the Office of Technical and Management Services (TMS). This unit will be staffed by reassigning current administrative employees and or hiring employees with needed expertise in electronic storage, search, and retrieval capabilities.
  - **Reduce and reshape Environmental and Programmatic Support positions of Environmental Protection Specialist (GS-0028), Miscellaneous Administration & Program (GS-0301) [excluded from this plan are the recently hired Senior Staff Assistant, GS-0301-12 and Staff Assistant, GS-0301-09 target 11 positions], Program Analyst (GS-0343), Environmental Engineers (GS-0819), Life Scientists (GS-0401), Toxicologist (GS-0415), Public Affairs Specialist (GS-1035), Scientist (GS-1301),**



**Hydrologist (GS-1315), and Information Management Specialist (GS-2210, except one IT Security position), at the GS-9 through GS-15 grade levels.**

- Target both supervisory and non-supervisory GS-9 and above positions.
  - Reassign the most complex work (i.e., GS-13 level and above) to existing higher graded positions in order to concentrate the assignment of this work into fewer positions. The less complex work will be restructured into some lower-graded GS-7/9/11/12 and other GS-7/9/11/12/13 positions with promotion potential established to the appropriate GS-12 or GS-13 grade level.
  - Consolidate some management positions and a reduce some, but not all, non-supervisory positions at higher grade levels.
  - Recruit entry-level candidates interested in working on program and technical issues that require the integration of multimedia approaches and new technology skills to more efficiently and effectively implement program objectives, rather than a sole reliance on regional and/or national level experts in specific fields.
- **Reduce and reshape the Attorney Advisor (GS-0905) positions at the GS-14 and GS-15 grade levels.**
- Target both supervisory and non-supervisory GS-14 and GS-15, GS-0905 positions.
  - Reassign the most complex work (i.e., GS-15 level) to existing higher level positions in order to concentrate the assignment of this work into fewer positions. The less complex work will be reassigned to current GS-14 employees or to new hires.
  - Backfill a limited number of positions at the GS-13 or GS-14 grade, as appropriate, which will create a more diverse workforce profile while progressing to the full performance level of GS-14 or GS-15 grade levels, as appropriate.
  - Hires will be focused on a different skill set supporting multimedia approaches, greater use of technology in evidence gathering and communications, and more comprehensive settlements as opposed to individual rule violations.

**Region 9 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/14
- Employees must be off the rolls by 4/5/14
- Region 9 has 755 permanent employees
- Targeting 746 positions throughout Region 9 (**including 7 SES positions**)
- Of those 746 positions being targeted, will approve a maximum of 105 VERA/VSIP offers (**including 1 SES offer**)
- General basis for request:
  - **Reduce and reshape administrative support positions** at the GS-5 through GS-11 grade levels across all divisions and geographic locations within Region 9.
    - To create smaller and more efficient administrative support teams designed to deliver essential services, implement new record management responsibilities, and administer new information management systems to perform current and future job requirements.
  - **Reduce and restructure attorney advisor positions** at the GS-11 through GS-15 grade levels in the Office of Regional Counsel's San Francisco office and the Southern California Field Office located in Los Angeles, CA.
    - To consolidate all attorney-advisor positions into the San Francisco office, reduce the number of supervisory positions to improve staff to supervisor ratios within the office and reduce attorney positions to meet authorized staffing levels.

- **Reduce and reshape program support positions** at the GS-9 through GS-13 levels providing administrative specialist and technical support services to environmental program specialists, engineers and scientists in the region.
  - To achieve our program support priorities with fewer resources, the region will consolidate work, streamline internal operating practices, implement shared service models, and administer new paperless work processing systems.
- **Reduce grants and project officer positions** at the GS-7 through GS-13 grade levels across all divisions and geographic locations within Region 9.
  - To support consolidation of our grant work into fewer positions and restructure environmental program positions to fulfill key mission objectives and outcomes.
- **Reduce and reshape GS-14/15 supervisory and specialized non-supervisory positions** across the region in all geographic locations to reduce and restructure the number of specialized non-supervisory positions and reduce the number of supervisory positions to increase the staff-to-supervisor ratio in alignment with mission requirements and declining staffing levels.
- **Reduce by 1 the number of senior executive service positions in the region by merging two smaller divisions into one division. The merger will redistribute and merge program responsibilities thereby eliminating a senior executive management position in the region.**

#### **Region 10 Phase I VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 5/1/14
- Employees must be off the rolls by 4/4/14
- Targeting 299 out of 581 positions in Alaska, Idaho, Oregon and Washington
- Of those 299 positions being targeted, will approve a maximum of 60 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 20 new employees such as entry level attorneys with multimedia and new technology skills.

General basis for request:

- Reduce and reshape supervisory GS-14 and GS-15 workforce and non-supervisory Associate Director positions with the dual goal of decreasing the overall size of the GS-14 and GS-15 workforce and increasing the ratio of non-supervisors to supervisors.
- Reshape grants program and reduce the number of Grants Management Specialists (GS-1109) and Project Officers from 9 occupational series by streamlining grants management through issuing fewer grants and distributing grants to more specialized Project Officers.
- Reduce and reshape the Attorney Advisor (GS-905) positions at the GS-12 through GS-15 grade levels to bring onboard employees skilled in new information technologies, especially those related to eDiscovery tools and FOIA processes as well as the ability to work across media programs in the development of more integrated approaches to compliance and enforcement.
- Reduce the number of series GS-0301 Admin Specialists, GS-0318 Secretaries, GS-0303 Miscellaneous Administrative Assistant, GS-0326 Office Automation Assistants and GS-029 Environmental Protection Assistants positions by restructuring remaining positions into centralized, smaller administrative support teams.
- Reduce the overall size of the Region 10 workforce to better align with long-term expectations regarding regional budget resources.



## **Office of Air and Radiation Phase II VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- OAR has 1,122 permanent employees; targeting 107 positions; approving a maximum of 39 VERA/VSIP offers
- General basis for request:
  - Reduce and reshape Environmental and Programmatic Support positions of Miscellaneous Administration & Program (GS-0301), Miscellaneous Clerk and Assistance (GS-303), Secretary (GS-318), Program Analyst (GS-0343), Management & Program Clerical and Assistance (GS-344) at all grade levels at the GS-5 through GS-15 level in the OAR/Office of the Assistant Administrator to achieve a focused restructuring of grade levels. Reassign the work to existing positions in to concentrate the assignment of this work into fewer positions. Backfill one or two positions at lower grades (not higher than GS-13) to realize efficiencies in work performance.
  - Centralize and reshape the administrative management function within the Office of Atmospheric Programs (OAP): consolidate administrative management support services within the Program Management Staff of the Immediate Office of the Office of Atmospheric Programs; address imbalances in administrative management support services across the office and achieve efficiencies by centralizing administrative support functions such as budgeting, finance, contracts management, grants management, travel, etc. Positions targeted include Program Analyst (GS-0343), Environmental Engineer (GS-0819), Physical Scientist (GS-1301) and Environmental Protection Specialist (GS-0028) at the GS-11 through GS-15 levels whose primary duties include performing administrative and administrative support functions. Reassign the most complex work (i.e., GS-13 level and above) to existing higher graded positions in order to concentrate the assignment of this work into fewer positions. The less complex work will be restructured into some lower-graded positions with promotion potential established to the appropriate GS-13 grade level. Reshaping will occur, in part, through consolidation of some management positions and a reduction of some, but not all, non-supervisory positions at higher grade levels.

Replace up to 4 positions in different job series to fill significant competency gaps in priority programs performed by other work units, such as an Environmental Scientist (GS-1301) with specific knowledge of power sector utilities.

- Reshape the Office of Radiation and Indoor Air (ORIA) by reducing non-supervisory positions to all grade levels at the GS-9 through GS-15 level across five occupational series: Environmental Protection Specialist (GS-0028), Program Analyst (GS-0343), Management Assistant (GS-0344), Environmental Engineer (GS-0819) and Environmental Scientist (GS-1301) spread across four organizational units in ORIA: Indoor Environment Division (IED) and Radiation Protection Division (RPD) in Washington, DC, National Center for Radiation Field Operations (NCRFO) in Las Vegas, NV, and National Analytical Radiation Environmental Laboratory (NAREL) in Montgomery, AL.

Establish/recruit for positions in technical/scientific series to fill competency gaps in biological/environmental effects of radiation exposure, exposure to indoor air pollutants, environmental transport of radioactive isotopes, and radiological emergency response, among other areas. To bolster expertise and capability in the critical and technically demanding areas that directly supports programmatic functions, establish/recruit for several positions in series such as Health Physicist (GS-1306) Radiobiologist (GS-0401), Epidemiologist (GS-0601), Industrial Hygienist

(GS-0690), and Mechanical Engineer (0830).

**Office of Administration and Resources Management Phase II VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- Targeting 208 positions out of 743 positions in Washington, D.C., Research Triangle Park, NC and Cincinnati, OH.
- Of those 208 positions being targeted, will approve a maximum of 107 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 95 new employees in grants management (1109), acquisition management (1102), HR management (0201) and IT management (2210).

General basis for request:

- Reshape the administrative workforce to reflect changes in programmatic direction, strengthen technical expertise, and reduce administrative support positions.
- Reshape the grants management workforce to handle the continual changes in grants regulations.
- Reshape the financial auditing section of the Office of Acquisitions Management to assist with the development of Centers of Expertise.
- Reshape the human resources workforce to support HR LoB, streamlining of policy development, and increase workload in labor and employee relations.
- Reshape the facilities management workforce across OARM to align with a need for more specialty technical skills rather than generalist.

**Office of Chemical Safety and Pollution Prevention Phase II VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- OCSPP has 1049 permanent employees
- Targeting 259 positions throughout OSCPP; approving a maximum of 111 VERA/VSIP offers
- General basis for request:

Reshape its workforce, recognizing the need for new skills in key areas of OCSPP as well as the need to accelerate new communications outreach skills and abilities; reshape its workforce to reflect changes in programmatic direction and technological advancements, strengthen technical programmatic expertise with the appropriate skill mix; reduce administrative support positions through efficiencies and technology; correct competency gaps by creating a limited number of positions to recruit for critical knowledge, skills and abilities creating a higher performing organization; and reduce and rebalance our Full-Time Equivalents (FTEs) as well as associated extramural program requirements.

- Specifically, OCSPP needs to:
  1. Reduce and restructure the work of the non-supervisory GS-0343 Management and Program Analyst and GS-0028 Environmental Protection Specialist (EPS) job series to create positions

with new skills sets needed such as:

- Experience in using and customizing process applications to address the unique requirements of OCSPP; skills in communication and communication technology, the use of collaboration tools, and social media to better support increasingly automated interactions with OSCPP customers.
  - Skills to deal with the complexities associated with the regulation of pesticides that were not envisioned when the current positions were created. Risk assessment and risk communication skills, and use of advanced scientific tools and techniques to prioritize.
  - Skills in marketing through social media, user-generated content, crowd sourcing, and distributed participatory design.
2. Reduce and restructure the work of non-supervisory GS-0301 General Clerical and Administrative job series and GS-0303 Program Assistant to create positions with new skill sets that advance multimedia approaches and new technology.
  3. Continue to reduce and restructure the work of GS-2210 Information Technology (IT) Management (excluding IT security positions) and GS-1412 Technical Information Specialists to achieve staffing reductions and restructure these positions to recruit candidates with new web-based data management skills needed to expand database information sharing tools.
  4. Reduce the number of non-supervisory staff in the following scientific and technical series to create scientific positions requiring professional degrees and/or skills in fields needed but not currently represented or under-represented: GS-0110 Economist; GS-0401 Biologist; GS-0415 Toxicologist; GS-1301 Physical Scientist; GS-0403 Microbiologist; GS-0819 Environmental Engineer; GS-0893 Chemical Engineer; and GS-1320 Chemist.
  5. Reduce the number of non-supervisory GS-0905 Attorney Advisor positions in OPPT.

### **Office of International and Tribal Affairs Phase II VERA/VSIP Request Package**

- Did not participate in Phase I
- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- Targeting 69 out of 83 positions in Washington, D.C.
- Of those 69 positions being targeted, will approve a maximum of 20 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 5 positions with community outreach skills, negotiation skills, legal analysis and foreign language fluency.

General basis for request:

- Reshape the workforce to reflect changes in programmatic direction, strengthen technical expertise, reduce administrative support and non-supervisory GS-14/15 positions and realign FTE across program offices.
- Increase the number of positions with community outreach skills, negotiation skills, legal analysis and foreign language fluency.

### **Office of Research and Development Phase II VERA/VSIP Request Package**

- 38 employees accepted VERA and VSIP in Phase I out of 117 offered
- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- Targeting 261 out of 1,625 positions in the six national offices, four national centers and three national labs
- Of those 261 positions being targeted, will approve a maximum of 65 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 50 post-doctoral candidates per year on four-year term appointments and 11 positions in undersupplied areas (exposure science, information science, statistics, modeling and computer science and social science) at GS-11/12 level.

General basis for request:

- Strategic Realignment: Reshape and reduce a targeted segment of its scientific positions in a manner that yields a workforce with skill sets aligned to the Agency's highest scientific priorities.
- Reduce the current number of employees trained and working in traditional core research occupations including the biological and health sciences, chemistry, ecology and toxicology.
- Increase the number of employees trained and working in exposure science, information science, mathematics and statistics, modeling and computer science and social science.

### **Office of Solid Waste and Emergency Response\* Phase II VERA/VSIP Request Package**

\*Current Name: Office of Land and Emergency Management

- 8 employees accepted VERA and VSIP in Phase I out of 40 offered
- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- Targeting 272 out of 499 positions in Washington, D.C., Arlington, VA., Erlanger, Kentucky, Edison, New Jersey, RTP, North Carolina, and Las Vegas, Nevada
- Of those 272 positions being targeted, will approve a maximum of 70 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 70 entry-level and mid-level analysts, specialists, scientific and technical positions (e.g. GS-1320 Chemists; GS-819 Engineers; GS-401 Physical Scientists; GS-401 Biologists; GS-110 Economists) with strong analytical capabilities coupled with expertise in communications, community outreach, project management, and social media skills. This includes hiring specialists with strong technical, project management, and scientific skills with expertise using multi-media technology tools to expand the sharing of environmental data and to analyze and present environmental information. Promotion potential would be up to the GS-12 or 13 level.

General basis for request:

- Reshape the workforce to reflect changes in programmatic direction, strengthen technical

programmatic expertise with the appropriate skill mix through efficiencies and business processes;

- Reduce and rebalance the current top-heavy GS-14/15 grade structure;
- Correct significant competency gaps by creating a limited number of vacancies to recruit new staff with critical knowledge, skills and abilities to create a higher-performing organization;
- Implement a strategic workforce succession plan to ensure mission critical positions are filled; and
- Assist in managing escalating payroll costs.

#### **Office of Water VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- Targeting 486 out of 574 positions in DC and Cincinnati
- Of those 486 positions being targeted, will approve a maximum of 60 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up 97 employees at the grades and skill levels necessary to fulfill mission and goals.

<b>TABLE 1: Workforce Reshaping</b>					
<b>Office/Category</b>	<b>Current Projected FY14 Staffing Level</b>	<b>Desired VERA/VSIP Offers</b>	<b>Anticipated Attrition in FY 2014</b>	<b>Desired Hires to Reshape Workforce</b>	<b>Planned Reduced Ceiling Staffing Levels After VERA/VSIP Offer</b>
<i>Office of Water</i>	<i>574</i>	<i>(60)</i>	<i>(47)</i>	<i>97</i>	<i>564</i>

General basis for request:

- Reduce and reshape environmental program and technical positions at the GS-13 grade level and above to achieve an overall OW-wide reduction in senior graded positions and reshaping of the workforce.
- Adjust supervisory to staff ratio from 1:6 to 1:8.
- Reduce and reshape IT Specialist, GS-2210, (non-security) positions at the GS-13 level and above.
- Reshape and reduce a targeted segment of scientific/technical/programmatic positions at the GS-13 level and above in a manner that yields a workforce with skill sets aligned to the agency's highest scientific/programmatic priorities.

#### **Region 5 Phase II VERA/VSIP Request Package**



- 44 employees accepted VERA and VSIP in Phase I out of 146 offered
- Requesting VERA and VSIP authorities through 1/31/15
- Employees must be off the rolls by 1/9/15
- Targeting 107 out of 1,093 positions in Chicago, IL.
- Of those 107 positions being targeted, will approve a maximum of 51 VERA/VSIP offers
- Based on the number of employees leaving, would like to rehire up to 25 new hires in the 0819 (Environmental Engineer) and 1301 (Environmental Scientist) series because there is a critical need for Remedial Project Coordinators and On-Scene Coordinators in the region.

General basis for request:

- Positions in the following series will be reduced or reshaped: 0260, 0028, 2210, 415, 1306, 0343, 0341, 0401, 0893, 0301, 1320, 1350, 0601, 1160, 0306, 0318, 1084, 0408, 0335, 0303 and 0301. The need for these positions throughout the Region has decreased or changed significantly.
- Region 5 has a critical need for positions in the 0819 (Environmental Engineer) and 1301 (Environmental Scientist) series. The Region plans to hire at the entry level (GS 9/11) with full performance targets of GS-12 (with the exception of Superfund) in order to meet the increasing need for general and specialized experience for the following:
  - RPMs with the skills and abilities to manage large and complicated hazardous waste site cleanups.
  - The number of OSCs in the Region has decreased substantially over the last several years. Given the high likelihood of additional retirements in the near term, hiring and training new OSCs have become a high priority for the Region.
  - 0819s and 1301s with skills and abilities in 21<sup>st</sup> century community outreach, the ability to hit the ground running with new data analysis technology and an aptitude and interest in focusing on programs such as: lead abatement; chemical safety; cleaning up communities; hazardous waste oversight; oversight of states and tribes in achieving authorization of RCRA and HSWA; assisting states and tribes to effect practical and sustainable solutions to water quality issues; implementing source water protection; and, improving wastewater treatment operations.

### **Region 2 Phase II VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 1/31/15
  - Employees must be off the rolls by 1/9/15
  - Region 2 has 817 permanent employees
  - Targeting 290 positions; approving a maximum of 50 VERA/VSIP offers
  - General basis for request: EPA's Region 2 will use these authorities in two main areas.
- 1. Non-Supervisory GS 13/12/11 Technical & Administrative Workforce**
- We will seek to reduce and reshape a strategic targeted sub-set of the region's full performance level GS-13, 12, and 11 two-grade interval non-supervisory positions (including engineer, scientist, environmental protection specialist, public affairs specialist, congressional & intergovernmental specialist, and financial specialist positions) to achieve an overall region-wide reduction and

reshaping of the workforce. To achieve our FY 15 budget target, we need to come down by 20 FTE. Up to 40 offers would be extended to the targeted component of our GS-13, 12, and 11 workforce. As detailed in later sections, the number of offers would be broken down by organizational component (division, branch or section). Presuming that the number of VERA/VSIP departures is sufficient to bring us below our budget target, we will restructure the available vacated positions and recruit at entry levels (GS 7 and 9).

- Reshaped positions will have career ladder potential to the GS 12 or GS 13, consistent with sound classification and position management principles. The major responsibilities of the restructured positions will be described in a way that is consistent with the new skill sets required.
- We will seek candidates with skill sets best suited to work on program and technical issues that require integration of multi-media approaches, and with enhanced technology skills geared to more effectively achieving program objectives.
- Using a strategic/targeted approach, we will move away from our traditional reliance on regional and/or national level experts in narrowly-defined fields, toward a more integrated, multi-media focus.

## **2. Administrative and Programmatic Support Workforce**

We will continue on the path we embarked on in our previous VERA/VSIP plan to downsize our administrative and programmatic support workforce. Nine administrative support employees accepted the previous V/V offer (and several others left outside of V/V), and we are in the process of restructuring our remaining administrative support positions. In expectation of achieving further reductions, we will again target secretary, office assistant and accounting technician positions to help achieve our long term restructuring goals that include:

- Pooling each division's resources to address imbalances across branches and realigning the placement of existing administrative support staff to address imbalances across divisions; and
- Utilizing a small number of the vacated positions to hire personnel with expertise to address growing needs in records management, budget execution and eDiscovery.

### **Region 10 Phase II VERA/VSIP Request Package**

- Requesting VERA and VSIP authorities through 4/30/15
- Employees must be off the rolls by 4/30/15
- Participated in Phase I: 299 targeted positions; 23 out of 60 offers were accepted
- R10 has 535 permanent employees: targeting 350 positions; will approve a maximum of 60 VERA/VSIP offers
- General basis for request:
  - Reshape environmental program positions in scientific and technical series;
  - Reduce and reshape Environmental Protection Specialist positions;
  - Continue to reshape administrative and technical support positions; and
  - Continue to reduce and reshape supervisor-to-staff ratio.

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/21/2017 11:54:01 AM  
**Subject:** Re:

Thanks.

Ryan Jackson  
Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

> On Mar 21, 2017, at 7:40 AM, Bloom, David <Bloom.David@epa.gov> wrote:

>

> Ryan,

> I haven't seen one but I am aware of them. Reggie should handle as OA's resource official. David

>

> Sent from my iPhone

>

>> On Mar 20, 2017, at 8:18 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

>>

>> Have you seen one of these before? I'm supposed to sign tomorrow am.

>>

>> <RA-EPA \$45,000.00.doc>

>>

>>

>>

>> Ryan Jackson

>> Chief of Staff

>> U.S. EPA

>

Ex. 6 - Personal Privacy

**To:** Coleman, Sam[Coleman.Sam@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov];  
2017HQfirstassistants[2017HQfirstassistants@epa.gov];  
2017Regionfirstassistants[2017Regionfirstassistants@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Reeder, John  
**Sent:** Thur 3/16/2017 10:28:32 PM  
**Subject:** RE: Core Messages on 2018 budget

I also heard from folks the perception that there's more going on, or Senior Management knows more and not sharing. I think it's fair to emphasize that we're sharing everything we know, and will continue to share information as decisions get made.

**From:** Coleman, Sam  
**Sent:** Thursday, March 16, 2017 6:08 PM  
**To:** Flynn, Mike <Flynn.Mike@epa.gov>; 2017HQfirstassistants  
<2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants  
<2017Regionfirstassistants@epa.gov>  
**Cc:** Greaves, Holly <greaves.holly@epa.gov>; Jackson, Ryan <jackson.ryan@epa.gov>  
**Subject:** RE: Core Messages on 2018 budget

I briefed my managers this am, and had an "All Hands" right after lunch.

Most questions assumed that the reductions were a "done deal" and related to implementation. I made the point that this is just a part of the process and it was too early to talk about implementation. I emphasized the importance of the work being done and the importance of the staff that does that work, expressing appreciation from the Administrator and the President.

Samuel Coleman, P.E.

Deputy Regional Administrator

EPA Region 6

[coleman.sam@epa.gov](mailto:coleman.sam@epa.gov)

214.665.2100 Ofc

214.665.3110 Direct

214.789.2016 Cell

**From:** Flynn, Mike

**Sent:** Thursday, March 16, 2017 11:42 AM

**To:** 2017HQfirstassistants <[2017HQfirstassistants@epa.gov](mailto:2017HQfirstassistants@epa.gov)>; 2017Regionfirstassistants <[2017Regionfirstassistants@epa.gov](mailto:2017Regionfirstassistants@epa.gov)>

**Cc:** Greaves, Holly <[greaves.holly@epa.gov](mailto:greaves.holly@epa.gov)>; Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>

**Subject:** Core Messages on 2018 budget

Hi everyone,

Better late than never - here's the core messages on the 2018 budget. These capture the key points discussed at our meeting late yesterday. Please use these in your communications with your staff, and feel free to draw on the good work of your colleagues, Donna, Sam and others. Thanks to all of you for helping your staff through this time.

Mike

Core Messages on 2018 Budget:

- Today, the Office of Management and Budget (OMB) released the President's 2018 Budget, which provides EPA with funding of \$5.65 billion and approximately 3200 fewer positions. This represents a 31% reduction from levels contained in the annualized 2017 Continuing Resolution.

- Funding reductions were made across all domestic agencies in order to support the President's vision to increase funding for the military and programs for veterans.

- We are in the very early stages of a long budget process and final funding levels will not be settled until Congress acts. The Agency will work with Congress as they review the

President's request.

- EPA has an important core mission of protecting human health and the environment, and each of you have important jobs to do.

- As we work through this process, it's important to keep your focus on doing the important work you all do in carrying out the Agency's mission. Thank you for continued dedication and hard work.

**To:** Minoli, Kevin[Minoli.Kevin@epa.gov]  
**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; Bloom, David[Bloom.David@epa.gov]  
**From:** Reeder, John  
**Sent:** Mon 3/13/2017 4:50:34 PM  
**Subject:** HOLD the thought

## Ex. 5 - Deliberative Process

-----Original Message-----

**From:** Reeder, John  
**Sent:** Monday, March 13, 2017 12:44 PM  
**To:** Minoli, Kevin <Minoli.Kevin@epa.gov>  
**Cc:** Flynn, Mike <Flynn.Mike@epa.gov>; Jackson, Ryan <jackson.ryan@epa.gov>  
**Subject:** RE: Do you know if folks plan to introduce Justin as a new Dep GC at the 1:00?

Kevin, it sounds right to me that you would introduce Justin.

But cc'ing Mike and Ryan. Mike may open the meeting, and of course Ryan can seize the moment and introduce Justin if he chooses.

Thank you.

-----Original Message-----

**From:** Minoli, Kevin  
**Sent:** Monday, March 13, 2017 12:37 PM  
**To:** Reeder, John <Reeder.John@epa.gov>  
**Subject:** Do you know if folks plan to introduce Justin as a new Dep GC at the 1:00?

Kevin S. Minoli  
Acting General Counsel  
Office of General Counsel  
US Environmental Protection Agency  
Main Office Line: 202-564-8040

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Sat 3/11/2017 2:15:43 AM  
**Subject:** Re:

Thank you guys. Thank you for all your work. Please bury your iPhones over the weekend.

Ryan Jackson  
Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

> On Mar 10, 2017, at 9:08 PM, Bloom, David <Bloom.David@epa.gov> wrote:  
>  
> Ryan,  
> Carol indicated that she is about to send the spreadsheet to OMB now. The Headquarters Regional split will be finalized soon. David  
>  
> Sent from my iPhone  
>  
>> On Mar 10, 2017, at 8:51 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:  
>>  
>> Are we set with the submission?  
>>  
>> Ryan Jackson  
>> Chief of Staff  
>> U.S. EPA  
>> Ex. 6 - Personal Privacy



**To:** Bloom, David[Bloom.David@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Fri 3/10/2017 9:45:30 PM

Can we meet?

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]; Baden, Beth[Baden.Beth@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 2:54:16 PM  
**Subject:** Re: RE:

Yes we definitely need to meet today. I have to do a personnel meeting at 5. Otherwise I'm hoping Samantha and Byron will be able to brief the Administrator for his infrastructure remarks in the morning at the White House.

Ryan Jackson  
Chief of Staff

U.S. EPA  
Ex. 6 - Personal Privacy

> On Mar 7, 2017, at 6:42 AM, Bloom, David <Bloom.David@epa.gov> wrote:  
>  
> Ryan,  
> We were preparing a document for the Administrator but let me know if you would also like us to meet.  
David  
>  
> -----Original Message-----  
> From: Jackson, Ryan  
> Sent: Tuesday, March 07, 2017 8:40 AM  
> To: Greaves, Holly <greaves.holly@epa.gov>; Bloom, David <Bloom.David@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
> Subject:  
>  
> The Administrator will be in the office at 4pm and he has a 1:35pm Wednesday meeting with mulvaney and his team. We need to prep him for that or have paper for him to digest on our latest offer and the FTE proposal we offered.  
>  
> Ryan Jackson  
> Chief of Staff  
> U.S. EPA  
Ex. 6 - Personal Privacy

**To:** Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy]  
**Cc:** Sellers, Douglas C. EOP/OMB [Ex. 6 - Personal Privacy]; Wells, Mary E. EOP/OVP [Ex. 6 - Personal Privacy]; Doyle, Emma K. EOP/OMB [Ex. 6 - Personal Privacy]  
Hale, Michelle[hale.michelle@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Bloom, David[Bloom.David@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 2:49:38 PM  
**Subject:** Re: Meeting with Director Mulvaney

Yes. And thank you.

Ryan Jackson  
Chief of Staff  
U.S. EPA

[Ex. 6 - Personal Privacy]

On Mar 7, 2017, at 7:38 AM, Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy] wrote:

Ryan,

Can we confirm a 1:35 start time to give the director time to get back to his office?

**From:** Jackson, Ryan [mailto:jackson.ryan@epa.gov]  
**Sent:** Tuesday, March 7, 2017 9:27 AM  
**To:** Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy]  
**Cc:** Sellers, Douglas C. EOP/OMB [Ex. 6 - Personal Privacy]; Wells, Mary E. EOP/OVP [Ex. 6 - Personal Privacy]; Doyle, Emma K. EOP/OMB [Ex. 6 - Personal Privacy]; Hale, Michelle <hale.michelle@epa.gov>; Greaves, Holly <greaves.holly@epa.gov>; Bloom, David <Bloom.David@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** Re: Meeting with Director Mulvaney

Yes they do.

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 7, 2017, at 7:18 AM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Great! Please have everyone attending with Administrator Pruitt fill out [this form](#) and please notify WH JOC that you will be coming tomorrow at 1:30 (I assume the Administrator and his detail have irongate?).

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Tuesday, March 7, 2017 8:52 AM

**To:** Pickitt, Kailey M. EOP/OMB Ex. 6 - Personal Privacy

**Cc:** Sellers, Douglas C. EOP/OMB Ex. 6 - Personal Privacy Wells, Mary E. EOP/OVP Ex. 6 - Personal Privacy Doyle, Emma K. EOP/OMB

Ex. 6 - Personal Privacy Hale, Michelle <[hale.michelle@epa.gov](mailto:hale.michelle@epa.gov)>; Greaves, Holly <[greaves.holly@epa.gov](mailto:greaves.holly@epa.gov)>; Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>; Flynn, Mike <[Flynn.Mike@epa.gov](mailto:Flynn.Mike@epa.gov)>

**Subject:** Re: Meeting with Director Mulvaney

We will be there. Thank you.

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 7, 2017, at 6:00 AM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Yes, Wednesday (tomorrow). We can do a 30 minute meeting starting at 1:35 (to give him some travel time to get back from lunch). Would that work?

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Tuesday, March 7, 2017 7:57 AM

**To:** Pickitt, Kailey M. EOP/OMB Ex. 6 - Personal Privacy

**Cc:** Sellers, Douglas C. EOP/OMB Ex. 6 - Personal Privacy Wells,

Mary E. EOP/OVP [Ex. 6 - Personal Privacy] Doyle, Emma K. EOP/OMB  
[Ex. 6 - Personal Privacy] Hale, Michelle <hale.michelle@epa.gov>;  
Greaves, Holly <greaves.holly@epa.gov>; Bloom, David  
<Bloom.David@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** Re: Meeting with Director Mulvaney

Wednesday?

Ryan Jackson

Chief of Staff

U.S. EPA

[Ex. 6 - Personal Privacy]

On Mar 7, 2017, at 5:45 AM, Pickitt, Kailey M. EOP/OMB  
[Ex. 6 - Personal Privacy] wrote:

Ryan,

We will move a phone call and can do 1:30 PM? He has a lunch that goes  
until 1:30.

**From:** Jackson, Ryan [mailto:jackson.ryan@epa.gov]

**Sent:** Monday, March 6, 2017 11:34 PM

**To:** Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy]

**Cc:** Sellers, Douglas C. EOP/OMB [Ex. 6 - Personal Privacy]

Wells, Mary E. EOP/OVP [Ex. 6 - Personal Privacy] Doyle, Emma K.  
EOP/OMB [Ex. 6 - Personal Privacy]

**Subject:** Re: Meeting with Director Mulvaney

I'm sorry I didn't mean to send that. Thanks for appreciating the 4pm tight  
timing. On Wednesday Pruitt is expected at a lunch with president trump  
and ceo's on infrastructure from noon to 1. Could we meet after? The  
White House has asked us to block off 9am until after the lunch on  
Wednesday.

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 5:26 PM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Does that time work?

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Monday, March 6, 2017 7:12 PM

**To:** Pickitt, Kailey M. EOP/OMB Ex. 6 - Personal Privacy

**Cc:** Sellers, Douglas C. EOP/OMB

Ex. 6 - Personal Privacy

Wells, Mary E. EOP/OVP

Ex. 6 - Personal Privacy

Doyle, Emma K. EOP/OMB

Ex. 6 - Personal Privacy

**Subject:** Re: Meeting with Director Mulvaney

I really do appreciate that. On second thought the Administrator was really

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 5:07 PM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Do you have any availability on Wednesday? We have a window from 12:00 – 12:30?

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Monday, March 6, 2017 6:36 PM

**To:** Pickitt, Kailey M. EOP/OMB

**Ex. 6 - Personal Privacy**

**Cc:** Sellers, Douglas C. EOP/OMB

**Ex. 6 - Personal Privacy**

Wells, Mary E. EOP/OVP

**Ex. 6 - Personal Privacy**

Doyle, Emma K. EOP/OMB

**Ex. 6 - Personal Privacy**

**Subject:** Re: Meeting with Director Mulvaney

So we literally don't land until 3:40. I hate to run late to this. Just wanted to place that on your radar.

Ryan Jackson

Chief of Staff

U.S. EPA

**Ex. 6 - Personal Privacy**

On Mar 6, 2017, at 4:07 PM, Pickitt, Kailey M. EOP/OMB

**Ex. 6 - Personal Privacy** wrote:

If Administrator Pruitt will be bringing a security detail, please have them notify WH Joint Operations Command that they will be arriving at 4:00 PM.

Thanks!

**From:** Sellers, Douglas C. EOP/OMB

**Sent:** Monday, March 6, 2017 5:10 PM

**To:** Pickitt, Kailey M. EOP/OMB

**Ex. 6 - Personal Privacy**

Jackson, Ryan

<jackson.ryan@epa.gov>

**Cc:** Wells, Mary E. EOP/OVP

**Ex. 6 - Personal Privacy**

Doyle, Emma K. EOP/OMB

**Ex. 6 - Personal Privacy**

**Subject:** RE: Meeting with Director Mulvaney

Ryan,

Here is the WAVES link for EPA staff attending the meeting tomorrow --

**Ex. 5 - Deliberative Process**

Thanks.

Douglas Sellers

**From:** Pickitt, Kailey M. EOP/OMB

**Sent:** Monday, March 6, 2017 5:01 PM

**To:** Jackson, Ryan <[jackson.ryan@epa.gov](mailto:jackson.ryan@epa.gov)>

**Cc:** Wells, Mary E. EOP/OVP

**Ex. 6 - Personal Privacy**

Doyle, Emma K. EOP/OMB

**Ex. 6 - Personal Privacy**

Sellers, Douglas C.

EOP/OMB

**Ex. 6 - Personal Privacy**

**Subject:** RE: Meeting with Director Mulvaney

Scott,

We will make 4:00 PM work in the Director's suite, EEOB 252B. Looping in Douglas to send WAVES information.

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Monday, March 6, 2017 4:48 PM

**To:** Pickitt, Kailey M. EOP/OMB



**Ex. 6 - Personal Privacy**

**Cc:** Wells, Mary E. EOP/OVP

**Ex. 6 - Personal Privacy**

Doyle, Emma K. EOP/OMB

**Ex. 6 - Personal Privacy**

**Subject:** Re: Meeting with Director Mulvaney

Pruitt is speaking to the NAM board meeting in Scottsdale and will get back to D.C. at 3:40 tomorrow. If we could do it a little after 4 we could head straight to you.

Ryan Jackson

Chief of Staff

U.S. EPA

**Ex. 6 - Personal Privacy**

On Mar 6, 2017, at 2:30 PM, Pickitt, Kailey M. EOP/OMB

**Ex. 6 - Personal Privacy** wrote:

Ryan,

Director Mulvaney is requesting a meeting with Administrator Pruitt tomorrow to discuss the EPA budget. He is available to meet from 9 to 11 AM or from 2 to 4 PM.

Would either of these windows work for a 30 minute meeting?

Kailey

Kailey Pickitt

Executive Assistant to the Director

Office of Management and Budget

**Ex. 6 - Personal Privacy**

**Ex. 6 - Personal Privacy**

**To:** Flynn, Mike[Flynn.Mike@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Bloom, David[Bloom.David@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 2:28:20 PM  
**Subject:** Fwd: Meeting with Director Mulvaney

## Ex. 5 - Deliberative Process

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

Begin forwarded message:

**From:** "Pickitt, Kailey M. EOP/OMB" <[REDACTED]>  
**Date:** March 7, 2017 at 7:16:44 AM MST  
**To:** "Jackson, Ryan" <jackson.ryan@epa.gov>  
**Cc:** "Sellers, Douglas C. EOP/OMB" <[REDACTED]>, "Wells, Mary E. EOP/OVP" <[REDACTED]>, "Doyle, Emma K. EOP/OMB" <[REDACTED]>, "Hale, Michelle" <hale.michelle@epa.gov>, "Greaves, Holly" <greaves.holly@epa.gov>, "Bloom, David" <Bloom.David@epa.gov>, "Flynn, Mike" <Flynn.Mike@epa.gov>  
**Subject:** RE: Meeting with Director Mulvaney

Great! Please have everyone attending with Administrator Pruitt fill out [this form](#) and please notify WH JOC that you will be coming tomorrow at 1:30 (I assume the Administrator and his detail have irongate?).

**From:** Jackson, Ryan [mailto:jackson.ryan@epa.gov]  
**Sent:** Tuesday, March 7, 2017 8:52 AM  
**To:** Pickitt, Kailey M. EOP/OMB <[REDACTED]>  
**Cc:** Sellers, Douglas C. EOP/OMB <[REDACTED]>, Wells, Mary E. EOP/OVP <[REDACTED]>, Doyle, Emma K. EOP/OMB <[REDACTED]>, Hale, Michelle <hale.michelle@epa.gov>, Greaves, Holly <greaves.holly@epa.gov>, Bloom, David <Bloom.David@epa.gov>, Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** Re: Meeting with Director Mulvaney

We will be there. Thank you.

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 7, 2017, at 6:00 AM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Yes, Wednesday (tomorrow). We can do a 30 minute meeting starting at 1:35 (to give him some travel time to get back from lunch). Would that work?

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Tuesday, March 7, 2017 7:57 AM

**To:** Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy

**Cc:** Sellers, Douglas C. EOP/OMB

Ex. 6 - Personal Privacy

; Wells, Mary E. EOP/OVP

Ex. 6 - Personal Privacy

; Doyle, Emma K. EOP/OMB

Ex. 6 - Personal Privacy

>; Hale, Michelle <[hale.michelle@epa.gov](mailto:hale.michelle@epa.gov)>; Greaves,

Holly <[greaves.holly@epa.gov](mailto:greaves.holly@epa.gov)>; Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>; Flynn,

Mike <[Flynn.Mike@epa.gov](mailto:Flynn.Mike@epa.gov)>

**Subject:** Re: Meeting with Director Mulvaney

Wednesday?

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 7, 2017, at 5:45 AM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Ryan,

We will move a phone call and can do 1:30 PM? He has a lunch that goes until 1:30.

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]  
**Sent:** Monday, March 6, 2017 11:34 PM  
**To:** Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy]  
**Cc:** Sellers, Douglas C. EOP/OMB [Ex. 6 - Personal Privacy]; Wells, Mary E. EOP/OVP [Ex. 6 - Personal Privacy]; Doyle, Emma K. EOP/OMB [Ex. 6 - Personal Privacy]  
**Subject:** Re: Meeting with Director Mulvaney

I'm sorry I didn't mean to send that. Thanks for appreciating the 4pm tight timing. On Wednesday Pruitt is expected at a lunch with president trump and ceo's on infrastructure from noon to 1. Could we meet after? The White House has asked us to block off 9am until after the lunch on Wednesday.

Ryan Jackson

Chief of Staff

U.S. EPA

[Ex. 6 - Personal Privacy]

On Mar 6, 2017, at 5:26 PM, Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy] wrote:

Does that time work?

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]  
**Sent:** Monday, March 6, 2017 7:12 PM  
**To:** Pickitt, Kailey M. EOP/OMB [Ex. 6 - Personal Privacy]  
**Cc:** Sellers, Douglas C. EOP/OMB [Ex. 6 - Personal Privacy]; Wells, Mary E. EOP/OVP [Ex. 6 - Personal Privacy]; Doyle, Emma K. EOP/OMB [Ex. 6 - Personal Privacy]  
**Subject:** Re: Meeting with Director Mulvaney

I really do appreciate that. On second thought the Administrator was really

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 5:07 PM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Do you have any availability on Wednesday? We have a window from 12:00 – 12:30?

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Monday, March 6, 2017 6:36 PM

**To:** Pickitt, Kailey M. EOP/OMB Ex. 6 - Personal Privacy

**Cc:** Sellers, Douglas C. EOP/OMB

Ex. 6 - Personal Privacy

Wells, Mary E. EOP/OVP

Ex. 6 - Personal Privacy Doyle, Emma K. EOP/OMB

Ex. 6 - Personal Privacy

**Subject:** Re: Meeting with Director Mulvaney

So we literally don't land until 3:40. I hate to run late to this. Just wanted to place that on your radar.

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 4:07 PM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

If Administrator Pruitt will be bringing a security detail, please have them notify WH Joint Operations Command that they will be arriving at 4:00 PM.

Thanks!

**From:** Sellers, Douglas C. EOP/OMB  
**Sent:** Monday, March 6, 2017 5:10 PM  
**To:** Pickitt, Kailey M. EOP/OMB  
**Ex. 6 - Personal Privacy** Jackson, Ryan  
<jackson.ryan@epa.gov>  
**Cc:** Wells, Mary E. EOP/OVP **Ex. 6 - Personal Privacy**  
Doyle, Emma K. EOP/OMB **Ex. 6 - Personal Privacy**  
**Subject:** RE: Meeting with Director Mulvaney

Ryan,

Here is the WAVES link for EPA staff attending the meeting tomorrow --

**Ex. 5 - Deliberative Process**

Thanks.

Douglas Sellers

**From:** Pickitt, Kailey M. EOP/OMB  
**Sent:** Monday, March 6, 2017 5:01 PM  
**To:** Jackson, Ryan <jackson.ryan@epa.gov>  
**Cc:** Wells, Mary E. EOP/OVP **Ex. 6 - Personal Privacy**  
Doyle, Emma K. EOP/OMB **Ex. 6 - Personal Privacy**  
Sellers, Douglas C. EOP/OMB  
**Ex. 6 - Personal Privacy**  
**Subject:** RE: Meeting with Director Mulvaney

Scott,

We will make 4:00 PM work in the Director's suite, EEOB  
Looping in Douglas to send WAVES information.

Ex. 6 - Personal Privacy

**From:** Jackson, Ryan [<mailto:jackson.ryan@epa.gov>]

**Sent:** Monday, March 6, 2017 4:48 PM

**To:** Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy

**Cc:** Wells, Mary E. EOP/OVP

Ex. 6 - Personal Privacy

Doyle, Emma K. EOP/OMB

Ex. 6 - Personal Privacy

**Subject:** Re: Meeting with Director Mulvaney

Pruitt is speaking to the NAM board meeting in Scottsdale and will  
get back to D.C. at 3:40 tomorrow. If we could do it a little after  
4 we could head straight to you.

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 2:30 PM, Pickitt, Kailey M. EOP/OMB

Ex. 6 - Personal Privacy wrote:

Ryan,

Director Mulvaney is requesting a meeting with  
Administrator Pruitt tomorrow to discuss the EPA budget. He  
is available to meet from 9 to 11 AM or from 2 to 4 PM.



Would either of these windows work for a 30 minute meeting?

Kailey

Kailey Pickitt

Executive Assistant to the Director

Office of Management and Budget

**Ex. 6 - Personal Privacy**

**Ex. 6 - Personal Privacy**

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 12:36:57 PM  
**Subject:** Re: call tomorrow from OMB Director

I think we may be talking about two different things.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 7, 2017, at 5:29 AM, Bloom, David <Bloom.David@epa.gov> wrote:

Ryan,  
Now I am confused. Can't they ask the Director's scheduler? David

Sent from my iPhone

On Mar 7, 2017, at 7:27 AM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

OMB asked me.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 7, 2017, at 5:26 AM, Bloom, David <Bloom.David@epa.gov> wrote:

Ryan,  
I do not know. We can check with our OMB branch to see if they know. David

Sent from my iPhone

On Mar 6, 2017, at 11:34 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

Do you know if mulvaney is meeting with each cabinet official? I suspect not.

Ryan Jackson

Chief of Staff  
U.S. EPA

**Ex. 6 - Personal Privacy**

On Mar 6, 2017, at 5:01 PM, Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>  
wrote:

The latest on OMB response to appeals. David

Sent from my iPhone

Begin forwarded message:

**From:** "Terris, Carol" <[Terris.Carol@epa.gov](mailto:Terris.Carol@epa.gov)>  
**Date:** March 6, 2017 at 6:30:16 PM EST  
**To:** "Bloom, David" <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>, "Greaves, Holly" <[greaves.holly@epa.gov](mailto:greaves.holly@epa.gov)>  
**Subject:** call tomorrow from OMB Director

Mike Hickey called to say that the OMB Director will call Administrator Pruitt tomorrow at 4:00 pm with the response to appeal. The Director's scheduler is working on it with the Administrator's office.

**To:** Bloom, David[Bloom.David@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 12:16:48 PM

I need to know the amount of employees in EPA on administrative leave, probation meaning new hires, and other categories which designate people moving through retirement, in disciplinary action, or new.

This demonstrates to OMB the universe of categories staff they like referencing but I would like to put in context.

However I need this today.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Tue 3/7/2017 12:02:27 AM  
**Subject:** Re: call tomorrow from OMB Director

He's asked to meet. Not call.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 5:01 PM, Bloom, David <Bloom.David@epa.gov> wrote:

The latest on OMB response to appeals. David

Sent from my iPhone

Begin forwarded message:

**From:** "Terris, Carol" <Terris.Carol@epa.gov>  
**Date:** March 6, 2017 at 6:30:16 PM EST  
**To:** "Bloom, David" <Bloom.David@epa.gov>, "Greaves, Holly" <greaves.holly@epa.gov>  
**Subject:** call tomorrow from OMB Director

Mike Hickey called to say that the OMB Director will call Administrator Pruitt tomorrow at 4:00 pm with the response to appeal. The Director's scheduler is working on it with the Administrator's office.

**To:** Bloom, David[Bloom.David@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Mon 3/6/2017 4:28:41 PM

Any word?

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Sun 3/5/2017 2:29:42 AM  
**Subject:** Re: Passback - FTE by NPM chart

I'm sorry for the delay. Please submit.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 4, 2017, at 6:55 PM, Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)> wrote:

Ryan/Holly,  
Revised per your request. Let me know if you are ok with us sending this to OMB. David

Sent from my iPhone

<FY 2018 OMB passback NPM FTE chart v4.docx>

**To:** Bloom, David[Bloom.David@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Sat 3/4/2017 4:38:10 PM  
**Subject:** Re: Passback - FTE approach document for OMB

David and holly can you call me on this?

Ex. 6 - Personal Privacy

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 4, 2017, at 11:27 AM, Bloom, David <Bloom.David@epa.gov> wrote:

Another try. It looked like it didn't get sent again. David

Ex. 5 - Deliberative Process



**To:** Bloom, David[Bloom.David@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Fri 3/3/2017 3:01:42 PM  
**Subject:** Re: Passback

Will you call me?

Ex. 6 - Personal Privacy

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 3, 2017, at 9:33 AM, Bloom, David <Bloom.David@epa.gov> wrote:

They are labeled as categorical grants. David

Sent from my iPhone

On Mar 3, 2017, at 9:31 AM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

Where do STAG grants fall?

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 3, 2017, at 9:29 AM, Bloom, David <Bloom.David@epa.gov> wrote:

Yes. David

Sent from my iPhone

On Mar 3, 2017, at 9:29 AM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

Is research ORD?

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 3, 2017, at 8:38 AM, Bloom, David <Bloom.David@epa.gov>

wrote:

Ryan,

I made the changes. Is this what you would like us to send back to OMB or do you have any further adjustments? David

**Ex. 5 - Deliberative Process**

## **Ex. 5 - Deliberative Process**

**From:** Jackson, Ryan  
**Sent:** Friday, March 03, 2017 8:24 AM  
**To:** Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>  
**Subject:** Re: Passback

I'm not sure if I understand the hierarchy on the list.

## **Ex. 5 - Deliberative Process**

## **Ex. 5 - Deliberative Process**

Ryan Jackson

Chief of Staff

U.S. EPA

### **Ex. 6 - Personal Privacy**

On Mar 3, 2017, at 8:02 AM, Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)> wrote:

Ryan/Holly,

OMB has requested we prioritize our appeal items. They have asked us to do this in the past so it is not something new this year. We have taken an initial attempt at prioritizing our appeal list but recognize it needs your review and approval. It follows the order that is in the enclosure with a couple adjustments. OMB is anxious to get this list as soon as possible. Please let me know if you would like to discuss. David

### **Ex. 5 - Deliberative Process**

## **Ex. 5 - Deliberative Process**

David Bloom

Acting Chief Financial Officer

Office of the Chief Financial Officer

Environmental Protection Agency

**Ex. 6 - Personal Privacy**

**To:** Bloom, David[Bloom.David@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]  
**From:** Jackson, Ryan  
**Sent:** Thur 3/2/2017 2:05:47 AM  
**Subject:** FW: RE:

-----Original Message-----

**From:** Herz, James P. EOP/OMB [mailto:Ex. 6 - Personal Privacy]  
**Sent:** Wednesday, March 1, 2017 6:08 PM  
**To:** Jackson, Ryan <jackson.ryan@epa.gov>; Anderson, Jessica C. EOP/OMB  
Ex. 6 - Personal Privacy; emma.k.doyle Ex. 6 - Personal Privacy  
**Cc:** Greaves, Holly <greaves.holly@epa.gov>  
**Subject:** RE: RE:

Ryan,

We are trying to determine Ex. 5 - Deliberative Process

## Ex. 5 - Deliberative Process

Jim Herz  
Associate Director for Natural Resources, Energy, and Science Office of Management and Budget  
Ex. 6 - Personal Privacy

-----Original Message-----

**From:** Jackson, Ryan [mailto:jackson.ryan@epa.gov]  
**Sent:** Wednesday, March 1, 2017 5:17 PM  
**To:** Anderson, Jessica C. EOP/OMB Ex. 6 - Personal Privacy  
Ex. 6 - Personal Privacy  
**Cc:** Herz, James P. EOP/OMB Ex. 6 - Personal Privacy Greaves, Holly  
<greaves.holly@epa.gov>  
**Subject:** Re: RE:

We are trying to get clarity on Ex. 5 - Deliberative Process

## Ex. 5 - Deliberative Process

# Ex. 5 - Deliberative Process

Your clarification on the Director's comments is appreciated and will better inform our appeal.

Ryan.

Ryan Jackson  
Chief of Staff  
U.S. EPA

**Ex. 6 - Personal Privacy**

> On Mar 1, 2017, at 4:38 PM, Anderson, Jessica C. EOP/OMB wrote:

**Ex. 6 - Personal Privacy**

>

> For appeals?

>

> Jim can help get you settled.

>

> -----Original Message-----

> From: Jackson, Ryan [mailto:jackson.ryan@epa.gov]

> Sent: Wednesday, March 1, 2017 4:37 PM

> To: Anderson, Jessica C. EOP/OMB

**Ex. 6 - Personal Privacy**

> Subject:

>

> Jessica, our PAD for EPA apparently changed. Can you point me in the right direction. Thanks.

>

> Ryan Jackson

> Chief of Staff

> U.S. EPA

**Ex. 6 - Personal Privacy**



**To:** Flynn, Mike[Flynn.Mike@epa.gov]; Minoli, Kevin[Minoli.Kevin@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]; Dunham, Sarah[Dunham.Sarah@epa.gov]; Cleland-Hamnett, Wendy[Cleland-Hamnett.Wendy@epa.gov]; Starfield, Lawrence[Starfield.Lawrence@epa.gov]; Fine, Steven[fine.steven@epa.gov]; Nishida, Jane[Nishida.Jane@epa.gov]; Kavlock, Robert[Kavlock.Robert@epa.gov]; Breen, Barry[Breen.Barry@epa.gov]; Shapiro, Mike[Shapiro.Mike@epa.gov]; Elkins, Arthur[Elkins.Arthur@epa.gov]; Bloom, David[Bloom.David@epa.gov]; Freire, JP[Freire.JP@epa.gov]; Brennan, Thomas[Brennan.Thomas@epa.gov]; Richardson, RobinH[Richardson.RobinH@epa.gov]; Kling, David[Kling.Dave@epa.gov]; Szaro, Deb[Szaro.Deb@epa.gov]; Mugdan, Walter[Mugdan.Walter@epa.gov]; Rodrigues, Cecil[rodrigues.cecil@epa.gov]; Heard, Anne[Heard.Anne@epa.gov]; Kaplan, Robert[kaplan.robert@epa.gov]; Coleman, Sam[Coleman.Sam@epa.gov]; Chu, Ed[Chu.Ed@epa.gov]; Thomas, Deb[thomas.debrah@epa.gov]; Strauss, Alexis[Strauss.Alexis@epa.gov]; Pirzadeh, Michelle[Pirzadeh.Michelle@epa.gov]; Benjamin-Sirmons, Denise[Benjamin-Sirmons.Denise@epa.gov]; Kenny, Shannon[Kenny.Shannon@epa.gov]; Davis, Patrick[davis.patrick@epa.gov]; Freire, JP[Freire.JP@epa.gov]; Graham, Amy[graham.amy@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Greenwalt, Sarah[greenwalt.sarah@epa.gov]; Gunasekara, Mandy[Gunasekara.Mandy@epa.gov]; Lyons, Troy[lyons.troy@epa.gov]; Schwab, Justin[schwab.justin@epa.gov]; Wagner, Kenneth[wagner.kenneth@epa.gov]; Bennett, Tate[Bennett.Tate@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]; Brown, Byron[brown.byron@epa.gov]; Bolen, Brittany[bolen.brittany@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Rees, Sarah[rees.sarah@epa.gov]; Owens, Nicole[Owens.Nicole@epa.gov]  
**From:** Dravis, Samantha  
**Sent:** Mon 4/10/2017 4:03:34 PM  
**Subject:** Next Steps on Executive Order 13777: Enforcing the Regulatory Reform Agenda

Dear Colleagues:

This email provides additional information regarding EPA's short-term implementation of Executive Order 13777, Enforcing the Regulatory Reform Agenda. The Task Force thanks you in advance for your work in this area.

As the memo mentions, by May 15, the Offices of Air and Radiation, Land and Emergency Management, Chemical Safety and Pollution Prevention, Water, Environmental Information, Congressional and Intergovernmental Relations and Small and Disadvantaged Business Utilization should provide the Regulatory Reform Task Force with recommendations regarding specific rules that should be considered for repeal, replacement or modification. To support these recommendations, we have asked these offices to get input from stakeholders, and we understand that a number of teleconferences, webinars, and meetings are being held by the offices, as well as a potential meeting by the Office of International and Tribal Affairs to solicit input from Tribal representatives. We expect that these engagements will be very helpful to the Task Force. Regional suggestions should be sent to the Task Force through OCIR.

We will be posting the list of upcoming meetings being held by the offices online at

<https://www.epa.gov/laws-regulations/regulatory-reform>. Each office holding a meeting should post information about your meeting on your website on a separate web page. It should include the time, date and location and options for accessing remotely, if available. In order to help coordinate these activities, we are asking that programs take two steps prior to distributing any meeting announcements or notices:

- (1) send drafts of any announcements of your meetings to Nicole Owens ([Owens.Nicole@epa.gov](mailto:Owens.Nicole@epa.gov)) and Bridgid Curry ([Curry.Bridgid@epa.gov](mailto:Curry.Bridgid@epa.gov)) for OP and Nancy Grantham ([Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)) for OPA review, and
- (2) send the URL for your webpage announcing your public meeting to Caryn Muellerleile ([Muellerleile.Caryn@epa.gov](mailto:Muellerleile.Caryn@epa.gov)) so that it can be added to the list of upcoming meetings.

In support of these activities, the Office of Policy will publish a Federal Register notice soliciting comments from the public. The notice will include the docket that all offices should use to collect comments. The docket number is EPA-HQ-OA-2017-0190.

Finally, OP will create a shared internal calendar that contains information on all of the public meetings, due dates and meeting dates related to EPA's regulatory reform activities.

The Task Force will follow-up in the next few weeks regarding the specific form of your May 15 submissions. We understand that these initial submissions will not include information from the public comment period. After the comment period closes, we will also follow-up with you regarding next steps for working through that information. Thank you again for your work.

Samantha Dravis

Senior Counsel/Associate Administrator

Office of Policy

US Environmental Protection Agency



**To:** Cleland-Hamnett, Wendy[Cleland-Hamnett.Wendy@epa.gov];  
2017HQfirstassistants[2017HQfirstassistants@epa.gov]  
**Cc:** Jackson, Ryan (Inhofe)[Ryan\_Jackson@inhofe.senate.gov]; Schnare,  
David[schnare.david@epa.gov]  
**From:** Reeder, John  
**Sent:** Tue 2/21/2017 8:26:29 PM  
**Subject:** RE: CLOSE HOLD

Yes, it's absolutely up to you to invite people, within a reasonable number of course.

Regarding switching to another time. I've CC'd Ryan and Dave, if they wish to weigh in. My 2 cents is if you can work it out with another AA, and let us know and we can adjust the schedule afterward.

JReeder  
564 6082

---

**From:** Cleland-Hamnett, Wendy  
**Sent:** Tuesday, February 21, 2017 1:48 PM  
**To:** Reeder, John <Reeder.John@epa.gov>; 2017HQfirstassistants  
<2017HQfirstassistants@epa.gov>  
**Cc:** Anderson, Denise <anderson.denise@epa.gov>; Jackson, Ryan (Inhofe)  
<Ryan\_Jackson@inhofe.senate.gov>; Schnare, David <schnare.david@epa.gov>; Flynn, Mike  
<Flynn.Mike@epa.gov>; Hale, Michelle <hale.michelle@epa.gov>  
**Subject:** RE: CLOSE HOLD

Thanks, John. Couple questions:

Since we're in conference rooms, can I assume that it's ok to include a few senior managers in the discussion?

Also, I have a longstanding commitment to speak at an ABA/ELI forum at noontime re TSCA implementation. It would be very helpful if I could switch times with one of the other offices. Any time from 2:30 on would work well. If not, I'll cut out of the forum right after I speak, rather than staying for the rest of the panel.

**Wendy Cleland-Hamnett**  
Acting Assistant Administrator  
Principal Deputy Assistant Administrator  
Office of Chemical Safety & Pollution Prevention  
U.S. Environmental Protection Agency  
202-564-2910  
[cleland-hamnett.wendy@epa.gov](mailto:cleland-hamnett.wendy@epa.gov)

---

**From:** Reeder, John

**Sent:** Tuesday, February 21, 2017 1:32 PM

**To:** 2017HQfirstassistants <[2017HQfirstassistants@epa.gov](mailto:2017HQfirstassistants@epa.gov)>

**Cc:** Anderson, Denise <[anderson.denise@epa.gov](mailto:anderson.denise@epa.gov)>; Jackson, Ryan (Inhofe)

<[Ryan\\_Jackson@inhofe.senate.gov](mailto:Ryan_Jackson@inhofe.senate.gov)>; Schnare, David <[schnare.david@epa.gov](mailto:schnare.david@epa.gov)>; Flynn, Mike

<[Flynn.Mike@epa.gov](mailto:Flynn.Mike@epa.gov)>; Hale, Michelle <[hale.michelle@epa.gov](mailto:hale.michelle@epa.gov)>

**Subject:** CLOSE HOLD

Senior Leaders,

We are adjusting to a significant shift in the Administrator's plans this week...now setting up "general overview" meetings for WEDNESDAY, February 22.

THE MEETINGS BELOW ARE BEING BILLED AS "FIRST ROUND," WITH MORE OPPORTUNITIES FOR DETAILED BRIEFS AS NEEDED.

ADDITIONAL OFFICES/PROGRAMS WILL BE ADDED LATER...THIS IS JUST THE START

Wednesday, February 22

8:30-9:15 OCFO & budget

10-10:30 Emergency response overview, **visit EOC**, COOP briefing (OARM should be represented)

10:40 11:20 OAR structure, mission/function, high level issues (OAR conf room...please send room number to Denise Anderson)

11:30-12:15 OW structure, mission/function, high level issues (OW conf room...please send room number to Denise Anderson)

1:10-1:50 OCSPP structure, mission/function, high level issues (OCSPP conf room...please send room number to Denise Anderson)

2:00-2:45 OLEM structure, mission/function, high level issues (OLEM conf room...please send room number to Denise Anderson)

3:00-3:45 OECA structure, mission/function, high level issues (OECA conf room...please send room number to Denise Anderson)

4:00-5:00 OGC (billed as "general"), Administrator's office...will confirm ASAP

John E. Reeder

202 564 6082 (direct)

**To:** Assistant Administrators[Assistant\_Administrators@epa.gov]; Minoli, Kevin[Minoli.Kevin@epa.gov]; Elkins, Arthur[Elkins.Arthur@epa.gov]; Reeder, John[Reeder.John@epa.gov]; Regional Administrators[Regional\_Administrators@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Associate Administrators[Associate\_Administrators@epa.gov]; DAA-Career[DAACareer@epa.gov]; Deputy Associate Administrators[Deputy\_Associate\_Administrators@epa.gov]; DRA[DRA@epa.gov]; ARA[ARA@epa.gov]; Associate Assistant Administrator[Associate\_Assistant\_Administrator@epa.gov]; Deputy ARAs[Deputy\_ARAs@epa.gov]; OCFO-SROs[OCFO\_SROs@epa.gov]; OCFO-SRO Contacts[OCFO-SROContacts@epa.gov]; SIOs[SIOs@epa.gov]; IMOs[IMOs@epa.gov]; OHR PMOs[OHR\_PMOs@epa.gov]; OCFO-SBO[OCFOSBO@epa.gov]; OCFO-Regional-Comptroller[OCFORegionalComptroller@epa.gov]; OCFO-FMO[OCFOFMO@epa.gov]; OCFO-OB-FCO-RPIO 01[OCFOOBFCORPIO\_01@epa.gov]; OCFO-OB-FCO-RPIO 02[OCFOOBFCORPIO\_02@epa.gov]; OCFO-OB-FCO-RPIO 03[OCFOOBFCORPIO\_03@epa.gov]; OCFO-OB-FCO-RPIO 04[OCFOOBFCORPIO\_04@epa.gov]; OCFO-OB-FCO-RPIO 05[OCFOOBFCORPIO\_05@epa.gov]; OCFO-OB-FCO-RPIO 06[OCFOOBFCORPIO\_06@epa.gov]; OCFO-OB-FCO-RPIO 07[OCFOOBFCORPIO\_07@epa.gov]; OCFO-OB-FCO-RPIO 08[OCFOOBFCORPIO\_08@epa.gov]; OCFO-OB-FCO-RPIO 09[OCFOOBFCORPIO\_09@epa.gov]; OCFO-OB-FCO-RPIO 10[OCFOOBFCORPIO\_10@epa.gov]; OCFO-OB-FCO-RPIO 11[OCFOOBFCORPIO\_11@epa.gov]; OCFO-OB-FCO-RPIO 13[OCFOOBFCORPIO\_13@epa.gov]; OCFO-OB-FCO-RPIO 16[OCFOOBFCORPIO\_16@epa.gov]; OCFO-OB-FCO-RPIO 17[OCFOOBFCORPIO\_17@epa.gov]; OCFO-OB-FCO-RPIO 18[OCFOOBFCORPIO\_18@epa.gov]; OCFO-OB-FCO-RPIO 20[OCFOOBFCORPIO\_20@epa.gov]; OCFO-OB-FCO-RPIO 26[OCFOOBFCORPIO\_26@epa.gov]; OCFO-OB-FCO-RPIO 27[OCFOOBFCORPIO\_27@epa.gov]; OCFO-OB-FCO-RPIO 30[OCFOOBFCORPIO\_30@epa.gov]; OCFO-OB-FCO-RPIO 35[OCFOOBFCORPIO\_35@epa.gov]; OCFO-OB-FCO-RPIO 39[OCFOOBFCORPIO\_39@epa.gov]; OCFO-OB-FCO-RPIO 75[OCFOOBFCORPIO\_75@epa.gov]; OCFO-OB-FCO-RPIO 77[OCFOOBFCORPIO\_77@epa.gov]; OCFO-SR-MGRS[OCFOSRMGRS@epa.gov]; OCFO-Special Assistants[OCFOSpecial\_Assistants@epa.gov]; OCFO-OTS-Division Directors[OCFO-OTS-Division\_Directors@epa.gov]; OCFO-OTS-Managers and Associates[OCFO\_OTS\_Managers\_and\_Associates@epa.gov]; Ripollone, Eva[Ripollone.Eva@epa.gov]; OCFO-OTS-COMPASS-USERS[OCFOOTSCOMPASSUSERS@epa.gov]; Etheredge, William[Etheredge.William@epa.gov]; Baptist, Douglas[Baptist.Douglas@epa.gov]; Reilly, Tom[Reilly.Thomas@epa.gov]; Woolford, James[Woolford.James@epa.gov]; Wyman, Steve[Wyman.Steve@epa.gov]; OARM-OAM-EAS All Users[OARMOAMEAS\_All\_Users@epa.gov]; Grants GMOs[Grants\_GMOs@epa.gov]; Grants JROs[Grants\_JROs@epa.gov]; Grants GCRC[Grants\_GCRC@epa.gov]; Comm Directors and Alternates[Comm\_Directors\_and\_Alternates@epa.gov]; Regional Public Affairs Directors[Regional\_Public\_Affairs\_Directors@epa.gov]; Roberts, MichaelL[Roberts.MichaelL@epa.gov]; Ayala, Lisa[Ayala.Lisa@epa.gov]; Lindenblad, Susan[Lindenblad.Susan@epa.gov]; Devere, David[Devere.David@epa.gov]; Vuong, Chi[Vuong.Chi@epa.gov]  
**Bcc:** Kelty, Diane[Kelty.Diane@epa.gov]; Cooper, Marian[Cooper.Marian@epa.gov]  
**From:** Bloom, David  
**Sent:** Tue 5/9/2017 8:49:19 PM  
**Subject:** Program and Regional Contacts for EPA DATA Act Inquiry Responses

Colleagues -

To follow-up to my joint April 12, 2017 memorandum with Donna Vizian, Acting Assistant Administrator for the Office of Administration and Resources Management, the U.S. Environmental Protection Agency's spending data is available starting today on [Beta.usaspending.gov](https://beta.usaspending.gov) in compliance with the Digital Accountability and Transparency

Act of 2014. As a result, each program and regional office must be prepared to receive and respond to data-specific public inquiries. We will coordinate with program Communications Directors and regional Public Affairs Directors to facilitate the process to respond to inquiries from external stakeholders for your respective office.

In preparation for an increase in inquiries from external stakeholders, a central EPA email address, [DATAActInquiries@epa.gov](mailto:DATAActInquiries@epa.gov), will serve as the primary vehicle for DATA Act inquiries and responses. All DATA Act-related inquiries received by employees, grantees, or contractors should be forwarded to this address, with the exception of Freedom of Information Act requests, which will continue to be handled by the agency's existing FOIA process.

The central DATA Act email will be monitored by the OCFO and OARM Communications Directors, who will forward inquiries to the appropriate Communications Director(s) or Public Affairs Director(s) who will be responsible for coordinating responses within their respective office(s). Your office will be responsible for providing draft responses that will be reviewed by the OCFO and/or OARM Communications Director(s). OCFO/OARM will be responsible for responding to the requestor via the central email address.

If further review or investigation is required relating to the spending data, the Office of the Controller will serve as the lead for research or assistance with the response and coordinate with other key offices as required. The Office of the General Counsel may be consulted for issues related to ethics or legal compliance.

As a reminder, the DATA Act requires federal agencies to make their spending, contracts, and grants data publicly available in a format that is accessible, searchable, and reliable. The agency submitted its first detailed files to Treasury and OMB on April 28 and will report quarterly moving forward. These files show the status of the agency's funds by appropriation, obligations, and outlays for contracts and grants. For further details and updates about the DATA Act, visit the [DATA Act Communications SharePoint site](#).

If you have any questions or concerns, please do not hesitate to contact me or your staff may contact Nate McMichael, OCFO's Communications Director, at [mcmichael.nate@epa.gov](mailto:mcmichael.nate@epa.gov) or 202-564-0382.

Thanks,

David

David Bloom

Acting Chief Financial Officer

Office of the Chief Financial Officer

Environmental Protection Agency

**Ex. 6 - Personal Privacy**



**Cc:** Osborne, Howard[Osborne.Howard@epa.gov]; Walsh, Ed[Walsh.Ed@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]  
**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Bloom, David  
**Sent:** Mon 5/1/2017 11:00:10 PM  
**Subject:** FY17 Omnibus highlights

Funds the EPA at \$8.06 billion which is a reduction of \$81.4 million below FY 2016 enacted level and \$209 million below President Obama's budget request. This funding level represents a 1% reduction from the FY 2016 Enacted level.

Within this amount, the EPA operating programs are funded at \$3.433 billion which is \$43 million below the FY 2016 Enacted level and \$315.5 million below the FY 2017 Budget request. Key decisions will focus on options for allocating the operating program rescissions, which are in EPM and S & T, and addressing some pressure points in the budget. The agency is granted flexibility in EPM for reprogrammings of carryover funds.

Possible pressure points:

## **Ex. 5 - Deliberative Process**

Rescissions:

## **Ex. 5 - Deliberative Process**

Several appropriations accounts are held to the FY 2016 Enacted level, including: the Clean Water and Drinking Water Revolving Funds at \$2.3 billion, the Inland Oil Spill Account funded at \$18.2 million; and the Leaking Underground Storage Tanks account funded at \$92 million.

Superfund is also funded at the FY 2016 Enacted level of \$1.088 billion. However, there is an internal transfer of \$7.5 million to cleanup efforts from IG, ORD (sustainable communities and homeland security) and OW (critical infrastructure protection).

The Water Infrastructure Finance and Innovation Program (WIFIA) is funded in both this legislation and in the previous Continuing Resolution (Public Law 114-223) at a total level of \$30 Million. The \$100 M for Flint is sustained though not addressed specifically in the language.

TSCA is provided the additional \$3 M authority provided under the CR.

There are riders attached to this legislation which includes a directive to EPA, USDA and DOE on carbon neutrality of biomass. Along with a prohibition on the Agency from making changes to agricultural exemptions under the Clean Water Act, and on the regulation of the lead content of ammunition and fishing tackle.

FTE are addressed in the accompanying Press release of the omnibus which states: "The legislation rejects the previous Administration's proposed increase in staffing, holding the EPA to the current capacity of 15,000 positions, the lowest since 1989. It supports recent Executive Orders to encourage economic growth by providing flexibility for the Administration to review and rewrite the "Waters of the United States" rule, the "Clean Power Plan," and "other environmental regulations."

David

**Cc:** Walsh, Ed[Walsh.Ed@epa.gov]; Osborne, Howard[Osborne.Howard@epa.gov]  
**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Bloom, David  
**Sent:** Mon 5/1/2017 11:15:54 AM  
**Subject:** Fwd: Fy 17  
05.01.17 fy 2017 omnibus - interior - summary.pdf  
ATT00001.htm

FYI - We will begin reviewing bill and provide more information later today. David

Sent from my iPhone

Begin forwarded message:

**From:** "Walsh, Ed" <Walsh.Ed@epa.gov>  
**Date:** May 1, 2017 at 6:29:55 AM EDT  
**To:** "Williams, Maria" <Williams.Maria@epa.gov>, "Osborne, Howard" <Osborne.Howard@epa.gov>, "Greaves, Holly" <greaves.holly@epa.gov>, "Bloom, David" <Bloom.David@epa.gov>, "Terris, Carol" <Terris.Carol@epa.gov>, "McMichael, Nate" <McMichael.Nate@epa.gov>, "Remmers, Janet" <Remmers.Janet@epa.gov>  
**Subject:** Fy 17

This was posted at 2 am.

[https://appropriations.house.gov/uploadedfiles/05.01.17\\_fy\\_2017\\_omnibus - interior - summary.pdf](https://appropriations.house.gov/uploadedfiles/05.01.17_fy_2017_omnibus_-_interior_-_summary.pdf)

# ***House Appropriations Committee***

## ***Chairman Rodney Frelinghuysen***

**Website address:** <http://appropriations.house.gov/>

### **FY 2017 Omnibus Summary – Interior and Environment Appropriations**

***Priorities include: reining in regulatory overreach, responsibly using the nation's natural resources, fighting devastating wildfires, and promoting safe and reliable drinking water***

The Omnibus includes funding for the Department of the Interior, the Environmental Protection Agency (EPA), the Forest Service, the Indian Health Service, and various independent and related agencies. In total, the bill provides \$32.28 billion for these programs and agencies, \$121 million above the fiscal year 2016 enacted level.

In addition, the legislation contains policy provisions to stop bureaucratic regulatory overreach that harm U.S. industries and hinder economic and job growth.

#### **Bill Highlights:**

**Wildland Firefighting and Prevention** – In total, the bill funds wildland firefighting and prevention programs at \$4.2 billion, including \$407 million in emergency funding. It fully funds the 10-year average for wildland fire suppression costs for both the Department of the Interior and the Forest Service. The legislation also includes \$570 million for hazardous fuels management, which is \$25 million above the fiscal year 2016 level.

**Federal Payments to Local Communities** – The bill provides \$465 million for the “Payments In Lieu of Taxes” (PILT) program, the full funding level. PILT provides funds for local governments in 49 states to help offset losses in property taxes due to nontaxable federal lands within their counties. Without congressional action, many rural communities would face huge budget shortfalls impacting public safety, education, and other local government responsibilities.

**Water Infrastructure** – To help address the ongoing problem of lead in drinking water across the U.S., which can cause dangerous health risks, the bill provides additional legal authority allowing states to provide debt relief in areas with elevated levels of lead in drinking water. The bill also provides targeted increases for water infrastructure programs such as:

- \$2.3 billion for the Clean Water and Drinking Water State Revolving Funds (SRFs), equal to the fiscal year 2016 enacted levels. These funds help improve the safety of drinking water and create jobs in every state;

- An additional \$10 million for the new Water Infrastructure Finance and Innovation (WIFIA) program, which when combined with funds from the previous CR, will leverage more than \$3 billion in new infrastructure projects.

The bill also includes a “Buy America” provision for drinking water infrastructure projects.

**Environmental Protection Agency (EPA)** – The bill funds the EPA at \$8.06 billion, a reduction of \$81.4 million below the fiscal year 2016 enacted level and \$209 million below President Obama’s budget request. Within this total, the EPA’s research and regulatory programs are reduced by \$52 million below the current level and over \$300 million below the previous administration’s request. The bill provides an additional \$7.5 million to accelerate the cleanup of Superfund sites.

The legislation rejects the previous Administration’s proposed increase in staffing, holding the EPA to the current capacity of 15,000 positions, the lowest since 1989. It supports recent Executive Orders to encourage economic growth by providing flexibility for the Administration to review and rewrite the “Waters of the United States” rule, the “Clean Power Plan,” and other environmental regulations.

To stop the EPA’s anti-growth agenda that includes various harmful, costly, and potentially job-killing regulations, the bill contains a number of legislative provisions. Some of these include:

- ☐ A prohibition on the EPA from making changes to certain agricultural exemptions under the Clean Water Act;
- ☐ A directive to EPA, USDA and DOE to establish clear policies that reflect the carbon neutrality of biomass;
- ☐ A reporting requirement on the backlog of mining permits awaiting approval; and
- ☐ A prohibition on the regulation of the lead content of ammunition and fishing tackle.

**American Indian and Alaska Native Programs** – The Bureaus of Indian Affairs and Education are funded at \$2.9 billion – an increase of \$69 million above fiscal year 2016. This includes necessary increases for schools, law enforcement, road maintenance, and economic development.

The Indian Health Service is funded at \$5.0 billion – an increase of \$232 million above the fiscal year 2016 enacted level. This includes operating costs for staffing at new facilities, and increases for rising contract support costs, medical inflation, and a growing and aging population.

**Office of Surface Mining (OSM)** – The OSM is funded at \$253 million in the bill – approximately the same as the fiscal year 2016 enacted level. This includes \$105 million to continue a pilot program to accelerate the reclamation of abandoned mine lands, which will help boost community redevelopment and economic growth. The legislation also continues state regulatory grants at \$68 million, and rejects the President’s proposal to impose additional and duplicative federal oversight over the program.

**Bureau of Land Management (BLM)** – The bill contains \$1.2 billion for the BLM, an increase of \$15 million above the fiscal year 2016 enacted level.

The bill rejects the previous administration's proposal to increase oil and gas inspection fees, which could increase energy costs nationwide. It also rejects the previous Administration's proposal to raise fees on American ranchers for grazing on federal land.

The bill provides an increase of nearly \$9 million above the fiscal year 2016 level for on-the-ground sage grouse conservation to protect the species and to preserve federal lands so that they can continue to be used for multiple uses, such as energy development, ranching, and recreation..

**National Park Service (NPS)** – The legislation contains \$2.9 billion for the NPS, an increase of \$81 million above the fiscal year 2016 level. This funding provides targeted increases for park operations and maintenance to help reduce the maintenance backlog and addresses other priorities related to the Park Service's centennial anniversary.

**U.S. Forest Service** – The bill includes \$5.6 billion for the Forest Service. More than half of this funding – \$3.2 billion – is targeted to wildland fire prevention and suppression.

The bill also includes a provision prohibiting the Forest Service or BLM from issuing new closures of public lands to hunting and recreational shooting, except in the case of public safety, and a provision prohibiting the Department of Interior from administratively creating new wilderness areas.

The bill includes several reforms to the Forest Service's accounting, budgeting, and management practices to improve transparency and accountability.

**U.S. Fish and Wildlife Service (FWS)** – The FWS is funded at \$1.5 billion in the bill, an \$11 million increase above the fiscal year 2016 enacted level. Within this amount, the legislation prioritizes funding to reduce the endangered species delisting backlog and maintenance backlog, to fight invasive species, to prevent illegal wildlife trafficking, and to prevent the closure of fish hatcheries. The bill also continues a one-year delay on any further Endangered Species Act status reviews, determinations, and rulemakings for greater sage-grouse.

**U.S. Geological Survey (USGS)** – The bill includes \$1.1 billion for the USGS, \$23 million above the fiscal year 2016 enacted level. Funding is targeted to programs dealing with natural hazards, streamgages, the groundwater monitoring network, and mapping activities. Also, within the total, the bill includes \$10 million for an earthquake early warning system to help save lives during natural disasters, and fully funds "Landsat 9" – a satellite program that provides land use measurements that are important to local communities for agriculture, forestry, energy, and water resource decisions.

**Smithsonian Institution** – The Smithsonian Institution is funded at \$863 million in the bill, \$23 million above the fiscal year 2016 enacted level. The increases will improve the long-term storage of collections and increase security.

**National Endowments for the Arts and Humanities** – The bill includes \$150 million for each of the endowments, \$2 million above the fiscal year 2016 level.

**Eisenhower Memorial Commission** –The bill provides \$45 million for construction of the Eisenhower Memorial Commission and directs the Commission to use prior year funds to begin site preparation. The agreement also extends the authority to build on the present site.

**Land and Water Conservation Fund (LWCF)** – The bill provides \$400 million for LWCF programs, a reduction of \$50 million below the fiscal year 2016 level and \$75 million below the President’s request. State and local recreation and battlefield preservation programs are prioritized, while federal land acquisition is reduced.

**For the full Committee Report on the Interior and Environment portion of the Omnibus, including a detailed funding table, please visit:**

#####

**To:** Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; Reeder, John[Reeder.John@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]  
**From:** Bloom, David  
**Sent:** Tue 4/25/2017 11:21:21 AM  
**Subject:** Re: Draft leadership message on 2017 budget

Mike,  
I am fine with this. David

Sent from my iPhone

On Apr 24, 2017, at 10:13 PM, Flynn, Mike <Flynn.Mike@epa.gov> wrote:

David/Holly,  
Attached is a draft leadership message that I propose to include in the EPA Newsletter tomorrow. This mirrors very closely the language included in the TPs that I sent to the Acting AAs and RAs earlier this evening. If possible, please let me know early tomorrow if you have any comments.

Thanks much, Mike

<Draft Leadership message 04242017.docx>



**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Osborne, Howard[Osborne.Howard@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]  
**From:** Bloom, David  
**Sent:** Fri 4/14/2017 8:47:09 PM  
**Subject:** FW: Pres Budget Memo FY2018  
Press Budget Memo Honorable Mick Mulvaney.pdf

All,

FYI - David

**From:** Keys, Stephanie  
**Sent:** Friday, April 14, 2017 4:03 PM  
**To:** Bloom, David <Bloom.David@epa.gov>  
**Cc:** Elkins, Arthur <Elkins.Arthur@epa.gov>; Shields, Edward <Shields.Ed@epa.gov>  
**Subject:** Pres Budget Memo FY2018

Hello,

Please see attached from EPA/OIG, Arthur A. Elkins Jr.. Have a great day.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

THE INSPECTOR GENERAL

APR 14 2017

The Honorable Mick Mulvaney  
Director  
The Office of Management and Budget  
725 17<sup>th</sup> Street, NW  
Washington, D.C. 20503

Dear Director Mulvaney:

As you are aware, the Inspector General Act of 1978, as amended, 5 U.S.C. app. 3, § 6(g)(3)(E), states the following:

The President shall include in each budget of the United States Government submitted to Congress—any comments of the affected Inspector General with respect to the proposal if the Inspector General concludes that the budget submitted by the President would substantially inhibit the Inspector General from performing the duties of the office.

The proposed fiscal year 2018 budget creates a significant challenge for the U.S. Environmental Protection Agency's (EPA's) Office of Inspector General (OIG) and its ability to accomplish its agency oversight mission. The President's budget proposes a 30-percent reduction to the OIG's payroll account. A budget cut of this magnitude would destabilize the OIG and have an immediate negative impact on the OIG's production capacity. As such, I do not agree with the proposed OIG appropriations cut, and argue that such a cut would substantially inhibit the OIG from performing the duties of the office, including mandatory OIG responsibilities explicitly required by federal law.

The OIG's primary deliverables are audits, program evaluations, and criminal and employee misconduct investigations. All these activities are labor intensive. A 30-percent reduction to the OIG's payroll account will virtually eliminate the OIG's ability to perform discretionary audits and program evaluations. These services assist EPA leadership, taxpayers and Congress; help to hold the agency accountable; and are valuable management tools that represent a substantial source of the OIG's ability to produce a positive return on investment to taxpayers.

Moreover, a 30-percent budget reduction would deprive the OIG's investigative team of its ability to timely respond to criminal activity subject to the OIG's jurisdiction, and impair our ability to comply with the Inspector General Act. The IG Act requires each Inspector General to report expeditiously to the U.S. Attorney General whenever the Inspector General has reasonable grounds to believe that there has been a violation of federal criminal law. Further, the OIG's mandatory investigations and audit activities are not performed by any other entity within the EPA. As such, if the OIG is not able to timely respond, there will be no timely response. This creates an unacceptable risk to the agency and to taxpayers' investment.

Additionally, the proposed budget will negatively impact the OIG's ability to retain and recruit highly skilled staff. As highlighted above, the OIG's work is labor intensive. In the long run, not being able to retain and recruit highly skilled staff will undermine the effectiveness of the EPA OIG. This outcome may manifest itself by negatively impacting the OIG's ability to serve as an effective deterrent to potential mismanagement and misconduct. In short, less oversight may lead to less concern about being discovered, and encourage behavior that otherwise would not have been contemplated.

The OIG historically produces a significant positive dollar return on investment. For example, the OIG had a return on investment of 734 percent in fiscal year 2014; 1,656 percent in 2015; and 2,098 percent in 2016. This return on investment saved taxpayers millions of dollars compared to the amount appropriated and spent by the OIG to carry out its functions; most of which are statutorily mandated.


In addition to the significant return on dollar investment, the OIG makes critical recommendations to assist the EPA in implementing its statutory mandate to protect human health and the environment. During times of significant budget pressures, we believe that OIG oversight is most needed and produces the greatest results. Taking money away from the OIG will have a negative impact on taxpayers' return on investment, as well as significantly reduce oversight of EPA programs that protect human health and the environment. If the OIG is not able to fully perform this important oversight role, who will?

The President's budget proposes an adjusted EPA appropriation that exceeds \$5 billion dollars, and a workforce exceeding 13,000 full-time equivalents. Neither of these numbers suggest any substantial risk reduction to EPA resources, or justify decreased oversight by the OIG. In short, both revised budget numbers are substantial and will require adequate OIG resources to assure taxpayers that their investment is being used as intended.

I respectfully request that the President's budget recognize the vulnerability to the agency that any reduction of OIG funding would create, along with the loss of return on investment it represents. I also request that the President's budget restore the OIG request to the fiscal year 2016 level. If this is not possible, consistent with the provisions of the IG Act, I respectfully request that the President include my above comments with the budget that is submitted to Congress.

If you or your staff have any questions, or if you would like to meet and discuss this matter, please contact me at (202) 566-0847 or [elkins.arthur@epa](mailto:elkins.arthur@epa).

Sincerely,



Arthur A. Elkins Jr.

cc: The Honorable Michael Horowitz, Chairman, Council of the Inspectors General  
on Integrity and Efficiency  
David Bloom, Acting Chief Financial Officer, EPA

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Brown, Byron[brown.byron@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Bloom, David  
**Sent:** Wed 4/12/2017 12:09:50 PM  
**Subject:** RE: [CFO-DCFO] OMB Guidance on Reform Plan & Workforce now posted

President's Management Council – Led by the OMB Deputy Director for Management for all agency deputies. At yesterday's meeting they also requested that the WH Liaison attend along with the deputies. David

**From:** Jackson, Ryan  
**Sent:** Wednesday, April 12, 2017 8:08 AM  
**To:** Bloom, David <Bloom.David@epa.gov>  
**Cc:** Brown, Byron <brown.byron@epa.gov>; Greaves, Holly <greaves.holly@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** Re: [CFO-DCFO] OMB Guidance on Reform Plan & Workforce now posted

PMC?

Ryan Jackson

Chief of Staff

U.S. EPA

Ex. 5 - Deliberative Process

On Apr 12, 2017, at 7:59 AM, Bloom, David <Bloom.David@epa.gov> wrote:

Ryan,

The following came in this morning. Per Mike, they discussed the guidance at the PMC meeting. David

**From:** CFOs and Deputy CFOs [mailto:CFO-DCFO@LISTSERV.GSA.GOV] **On Behalf Of** Mary Reding - M1X  
**Sent:** Wednesday, April 12, 2017 7:06 AM  
**To:** CFO-DCFO@LISTSERV.GSA.GOV  
**Subject:** [CFO-DCFO] OMB Guidance on Reform Plan & Workforce now posted

*The following message is sent on behalf of Linda Springer, Senior Advisor, OMB. Dustin Brown, Acting DDM will be joining our regularly scheduled CFO Council prep call at 9:30 this morning to answer any questions.*

This morning, OMB released the guidance memo “Comprehensive Plan for Reforming the Federal Government and Reducing the Federal Civilian Workforce”

[https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/memoranda/2017/m-17-](https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/memoranda/2017/m-17-22.pdf)

[22.pdf](https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/memoranda/2017/m-17-22.pdf) with additional resources available to agencies only at [https://](https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/memoranda/2017/m-17-22.pdf) **Ex. 5 - Deliberative Process**

This guidance describes specific actions that OMB and your agencies will be taking to chart the course for a lean, more effective, efficient, and accountable government.

Importantly, this memo lifts the Federal hiring freeze.

Leadership from senior agency officials like you will be critical to developing reform proposals that improve delivery of services for the American people while identifying opportunities to reduce duplication or overlap. At the end of this email, you will find more detail about the guidance and steps expected of agencies, as well as how OMB will work with agency partners to achieve needed improvements.

We recognize the level of work that reforms demand and the aggressive timelines. We are working to help agencies focus on top priorities by reducing other burdens, including asking each CXO Council to identify policy and regulatory reporting requirements that are low-value, duplicative or no longer necessary for submission to OMB. **Ex. 5 - Deliberative Process**

## **Ex. 5 - Deliberative Process**

Questions: For agency questions about the guidance, please contact me or Dustin Brown

**Ex. 6 - Personal Privacy** Please direct questions on Agency Reform Plans and public input to your OMB RMO or Asma Mirza **Ex. 6 - Personal Privacy** and questions on OMB-coordinated crosscutting reforms to Mary Ellen Wiggins

**Ex. 6 - Personal Privacy**

We look forward to engaging with you in the coming weeks and months as this effort gets underway.

Linda Springer

OMB Senior Advisor

**Summary of OMB Memorandum “Comprehensive Plan for Reforming the Federal Government and Reducing the Federal Civilian Workforce”**

**Agency Reform Plans**

Today’s guidance requires all agencies to:

- Begin taking immediate actions to achieve near-term workforce reductions and cost savings, including planning for funding levels in the President’s Fiscal Year (FY) 2018 Budget Blueprint;
- Develop a plan to maximize employee performance by June 30, 2017; and
- Submit an Agency Reform Plan to OMB in September 2017 as part of the agency’s FY 2019 Budget submission to OMB that includes long-term workforce reductions.

To assist agencies in delivering on the guidance, **Ex. 5 - Deliberative Process**  
**Ex. 5 - Deliberative Process**  
**Ex. 5 - Deliberative Process** To inform these meetings, agencies must provide OMB the following items by June 30th:

- **Ex. 5 - Deliberative Process**  
**Ex. 5 - Deliberative Process**
- **Ex. 5 - Deliberative Process**
- **Ex. 5 - Deliberative Process**

In addition, OMB is providing agencies with supplemental tools to support development of their plans through **Ex. 5 - Deliberative Process** These tools address:

- Format of agency reform plans
- Detailed timeline and deliverables
- Workforce resources and tools
- Additional information on reform plan meetings
- Illustrative simplified analytical framework

### **OMB-coordinated crosscutting reforms**

The guidance notes that OMB will work with agencies to identify areas and activities that should be eliminated, restructured, or consolidated across departments in order to create a leaner, more effective, more accountable government. Executive Councils like yours have a strong tradition of identifying and tackling cross-agency needs and goals. OMB looks forward to engaging the councils in the process to develop crosscutting reforms and will provide additional information in the coming days. We are also working to align this process with the development of Cross-Agency Priority (CAP) Goals and the President's Management Agenda.

### **Public input**

To make sure that voices of the American people are heard, the White House is soliciting suggestions from the public at this website **Ex. 5 - Deliberative Process**

**Ex. 5 - Deliberative Process** The White House will provide public comments to agencies as appropriate for consideration in their Agency Reform Plans.

**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]  
**From:** Bloom, David  
**Sent:** Thur 3/23/2017 11:02:39 PM  
**Subject:** FW: OMB submission to Hill on FY 2017 funding sources for Defense, Homeland security increments

Ryan,

Carol informed me of this news late this afternoon right after she heard from OMB. It is

## **Ex. 5 - Deliberative Process**

David

**From:** Terris, Carol  
**Sent:** Thursday, March 23, 2017 6:09 PM  
**To:** Bloom, David <Bloom.David@epa.gov>; Greaves, Holly <greaves.holly@epa.gov>  
**Cc:** Williams, Maria <Williams.Maria@epa.gov>; Osborne, Howard <Osborne.Howard@epa.gov>  
**Subject:** OMB submission to Hill on FY 2017 funding sources for Defense, Homeland security increments

FYI, Mike Hickey called late today to provide a heads up – tomorrow OMB is planning to informally provide the Hill potential sources for the additional funds the Administration is seeking for Defense and Homeland Security in FY 2017.

Proposal would reduce EPA's baseline levels

## **Ex. 5 - Deliberative Process**

# **Ex. 5 - Deliberative Process**



## **Ex. 5 - Deliberative Process**

**To:** Assistant Administrators[Assistant\_Administrators@epa.gov]; Minoli, Kevin[Minoli.Kevin@epa.gov]; Elkins, Arthur[Elkins.Arthur@epa.gov]; Associate Administrators[Associate\_Administrators@epa.gov]; Regional Administrators[Regional\_Administrators@epa.gov]  
**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]; DAA[DAA@epa.gov]; DRA[DRA@epa.gov]; Deputy Associate Administrators[Deputy\_Associate\_Administrators@epa.gov]; Reeder, John[Reeder.John@epa.gov]; Jackson, Ryan[jackson.ryan@epa.gov]; ARA[ARA@epa.gov]; Deputy ARAs[Deputy\_ARAs@epa.gov]; OCFO-SROs[OCFO\_SROs@epa.gov]; OCFO-SRO Contacts[OCFO-SROContacts@epa.gov]; OCFO-SR-MGRS[OCFOSRMGRS@epa.gov]; OHR PMOs[OHR\_PMOs@epa.gov]; OCFO-SBO[OCFOSBO@epa.gov]; OCFO-Regional-Comptroller[OCFORegionalComptroller@epa.gov]; Lead Region Coordinators HQ[Lead\_Region\_Coordinators\_HQ@epa.gov]; OCFO-Regional Planning Staff and Headquarters Contacts[OCFORegional\_Planning\_Staff\_and\_Headquarters\_Contacts@epa.gov]; OCFO\_management Integrity Advisors[OCFO\_management\_Integrity\_Advisors@epa.gov]  
**Bcc:** OCFO-Special Assistants[OCFOSpecial\_Assistants@epa.gov]; Gross, Hayley[gross.hayley@epa.gov]; Rutherford, Debbie[Rutherford.Deborah@epa.gov]  
**From:** Bloom, David  
**Sent:** Fri 3/17/2017 9:10:15 PM  
**Subject:** FW: Enterprise Risk-Based Decision Making Memo  
Memo\_FY 2017 Guidance for Enterprise Risk-Based Decision Making at EPA.pdf

Colleagues,

To follow-up on my March 6, 2017, memorandum, I am pleased to provide the attached FY 2017 Guidance for Enterprise Risk-Based Decision Making at EPA: Integrating Strategic Reviews and Management Integrity. This comprehensive guidance builds on progress the EPA made in FY 2016 to incorporate the consideration of risk into agency planning and budgeting decisions. This year, we have a unique opportunity to align our strategic and internal control reviews with the development of our *FY 2018-2022 EPA Strategic Plan* revision.

Thank you for your responsiveness to my previous request to designate a risk liaison for your office. The OCFO is developing executive-level and technical training, which we expect to conduct in April, to support our enterprise risk assessment efforts. We will share the list of the agency's risk liaisons and provide more detailed information about the training soon. For your convenience, memorandums, guidance, and other materials related to this process can be found on Sharepoint at [https://usepa.sharepoint.com/sites/OCFO\\_Work/EPAERM/FY2017Guidance/default.aspx](https://usepa.sharepoint.com/sites/OCFO_Work/EPAERM/FY2017Guidance/default.aspx).

I appreciate your engagement and flexibility as we undertake our spring planning and budgeting processes. We look forward to working with you and your newly designated risk liaisons to strengthen the agency's risk-based decision making, beginning with our FY 2017 strategic reviews and internal control reviews.

David

David Bloom

Acting Chief Financial Officer

Office of the Chief Financial Officer

Environmental Protection Agency

**Ex. 6 - Personal Privacy**

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]  
**From:** Bloom, David  
**Sent:** Sat 3/11/2017 2:08:39 AM  
**Subject:** Re:

Ryan,  
Carol indicated that she is about to send the spreadsheet to OMB now. The Headquarters Regional split will be finalized soon. David

Sent from my iPhone

> On Mar 10, 2017, at 8:51 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:  
>  
> Are we set with the submission?  
>  
> Ryan Jackson  
> Chief of Staff  
> U.S. EPA

Ex. 6 - Personal Privacy

**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**Cc:** Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]; Baden, Beth[Baden.Beth@epa.gov]  
**From:** Bloom, David  
**Sent:** Tue 3/7/2017 1:42:47 PM  
**Subject:** RE:

Ryan,  
We were preparing a document for the Administrator but let me know if you would also like us to meet.  
David

-----Original Message-----

From: Jackson, Ryan  
Sent: Tuesday, March 07, 2017 8:40 AM  
To: Greaves, Holly <greaves.holly@epa.gov>; Bloom, David <Bloom.David@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
Subject:

The Administrator will be in the office at 4pm and he has a 1:35pm Wednesday meeting with mulvaney and his team. We need to prep him for that or have paper for him to digest on our latest offer and the FTE proposal we offered.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]  
**From:** Bloom, David  
**Sent:** Tue 3/7/2017 12:27:54 PM  
**Subject:** Re:

Ryan,  
I passed your request to Donna. David

Sent from my iPhone

> On Mar 7, 2017, at 7:16 AM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:  
>  
> I need to know the amount of employees in EPA on administrative leave, probation meaning new hires, and other categories which designate people moving through retirement, in disciplinary action, or new.  
>  
> This demonstrates to OMB the universe of categories staff they like referencing but I would like to put in context.  
>  
> However I need this today.  
>  
> Ryan Jackson  
> Chief of Staff  
> U.S. EPA

Ex. 6 - Personal Privacy

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]  
**From:** Bloom, David  
**Sent:** Tue 3/7/2017 12:08:26 AM  
**Subject:** Re: call tomorrow from OMB Director

Thanks for the clarification. David

Sent from my iPhone

On Mar 6, 2017, at 7:02 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

He's asked to meet. Not call.

Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Mar 6, 2017, at 5:01 PM, Bloom, David <Bloom.David@epa.gov> wrote:

The latest on OMB response to appeals. David

Sent from my iPhone

Begin forwarded message:

**From:** "Terris, Carol" <Terris.Carol@epa.gov>  
**Date:** March 6, 2017 at 6:30:16 PM EST  
**To:** "Bloom, David" <Bloom.David@epa.gov>, "Greaves, Holly" <greaves.holly@epa.gov>  
**Subject:** call tomorrow from OMB Director

Mike Hickey called to say that the OMB Director will call Administrator Pruitt tomorrow at 4:00 pm with the response to appeal. The Director's scheduler is working on it with the Administrator's office.

**To:** Greaves, Holly[greaves.holly@epa.gov]  
**Cc:** Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Bloom, David  
**Sent:** Mon 3/6/2017 4:51:32 PM  
**Subject:** Re: RE:

Nothing. David

Sent from my iPhone

> On Mar 6, 2017, at 11:45 AM, Greaves, Holly <greaves.holly@epa.gov> wrote:  
>  
> Not at this time, unless David has more current information.  
>  
> -----Original Message-----  
> From: Jackson, Ryan  
> Sent: Monday, March 6, 2017 11:29 AM  
> To: Bloom, David <Bloom.David@epa.gov>; Greaves, Holly <greaves.holly@epa.gov>  
> Subject:  
>  
> Any word?  
>  
> Ryan Jackson  
> Chief of Staff  
> U.S. EPA  
> Ex. 6 - Personal Privacy



**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]  
**From:** Bloom, David  
**Sent:** Sun 3/5/2017 3:00:56 AM  
**Subject:** Re: Passback - FTE by NPM chart

Thank you. David

Sent from my iPhone

On Mar 4, 2017, at 9:29 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

I'm sorry for the delay. Please submit.

Ryan Jackson  
Chief of Staff  
U.S. EPA

**Ex. 6 - Personal Privacy**

On Mar 4, 2017, at 6:55 PM, Bloom, David <Bloom.David@epa.gov> wrote:

Ryan/Holly,  
Revised per your request. Let me know if you are ok with us sending this to OMB.  
David

Sent from my iPhone

**Ex. 5 - Deliberative Process**

**Cc:** Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]  
**To:** Jackson, Ryan[jackson.ryan@epa.gov]; Greaves, Holly[greaves.holly@epa.gov]  
**From:** Bloom, David  
**Sent:** Sat 3/4/2017 4:27:46 PM  
**Subject:** Passback - FTE approach document for OMB  
[Approach to FTE reductions v3.docx](#)  
[ATT00001.htm](#)

Another try. It looked like it didn't get sent again. David

Approach to targeting 1200 FTE reductions

a.

b.

c.

## **Ex. 5 - Deliberative Process**

d.

e.

-

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**Cc:** Greaves, Holly[greaves.holly@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Terris, Carol[Terris.Carol@epa.gov]; Williams, Maria[Williams.Maria@epa.gov]  
**From:** Bloom, David  
**Sent:** Sat 3/4/2017 4:25:09 PM  
**Subject:** Re: Passback - FTE reductions

Oops. I thought I had attached it to the last email. Let me try again. David

Sent from my iPhone

> On Mar 4, 2017, at 11:22 AM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

>

> I want to see it before we provide it to them.

>

> Ryan Jackson

> Chief of Staff

> U.S. EPA

> **Ex. 6 - Personal Privacy**

>

>> On Mar 4, 2017, at 11:08 AM, Bloom, David <Bloom.David@epa.gov> wrote:

>>

>> Ryan/Holly,

>> OMB wants us to provide them the allocation of the 1200 FTE reduction by program. We don't have this level of detailed information at this time. What we are proposing to share with them is an approach

## **Ex. 5 - Deliberative Process**

>>

>> David

>>

>> Sent from my iPhone

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Bloom, David  
**Sent:** Thur 3/2/2017 2:59:35 PM  
**Subject:** RE: Signature Package Delivered this morning - OCFO-17-000-4558 - Head of Agency Letter & Delegation of Authority Forms

Ryan,

The Administrator, as the Head of the EPA, has the authority over and accountability for agency funds (Treasury is giving the agency head the authority to spend funds). As a result, Treasury requires a new Administrator to complete and submit the Delegation of Authority Form FMS 2958.

In addition, as standard operating procedure, the Administrator re-delegates the authority of the accountability of agency funds to the EPA's Chief Financial Officer.

David

**From:** Jackson, Ryan  
**Sent:** Wednesday, March 01, 2017 10:01 PM  
**To:** Bloom, David <Bloom.David@epa.gov>  
**Subject:** FW: Signature Package Delivered this morning - OCFO-17-000-4558 - Head of Agency Letter & Delegation of Authority Forms

I need to get some clarity on what this is.

**From:** Threet, Derek  
**Sent:** Wednesday, March 1, 2017 2:13 PM  
**To:** Willis, Sharnett <Willis.Sharnett@epa.gov>  
**Cc:** Jackson, Ryan <jackson.ryan@epa.gov>  
**Subject:** RE: Signature Package Delivered this morning - OCFO-17-000-4558 - Head of Agency Letter & Delegation of Authority Forms

Hi Sharnett –

I realize the Administrator's schedule is very busy today. Could you let me know when Ryan has returned from meetings, so I can check in on the status of the Administrator's signature of the below package?

Thanks.

Derek

**From:** Threet, Derek  
**Sent:** Wednesday, March 01, 2017 8:14 AM  
**To:** Jackson, Ryan <jackson.ryan@epa.gov>; Bloom, David <Bloom.David@epa.gov>  
**Cc:** Reeder, John <Reeder.John@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>  
**Subject:** Signature Package Delivered this morning - OCFO-17-000-4558 - Head of Agency Letter & Delegation of Authority Forms

Ryan –

The signature package I delivered this morning that is due today is a requirement by the Department of the Treasury to establish the “Head of Agency authority for Administrator Pruitt:

The package contains the following:

- 1) A letter to be signed by the Administrator Pruitt
- 2) Form 2598 – Establishing Authority for Administrator Pruitt as Head of Agency
- 3) Form 2598 – Revoking Gina McCarthy (Former Agency Administrator)
- 4) Form 2598 – Establishing Authority for David A. Bloom (Acting Chief Financial Officer.

Pursuant to Treasury requirements, please ensure that black ink is used and that the Administrator's signature is contained within the boxes.

Thank you for your assistance.

Please contact me or David Bloom for any additional questions.

When the package is signed today, please let me know.

Thanks.

Derek

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Derek Jason Threet, Special Assistant

Office of the Administrator (OW, OEI, OCFO)

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